

November 23, 2016

ORDINARY MONTHLY MEETING

TO BE HELD

WEDNESDAY, NOVEMBER 30, 2016

Please address all communications to:
The General Manager
240 Blende Street
PO Box 448
Broken Hill NSW 2880
Phone 08 8080 3300
Fax 08 8080 3424
council@brokenhill.nsw.gov.au
www.brokenhill.nsw.gov.au

ABN 84 873 116 132

Dear Sir/Madam,

Your attendance is requested at the Ordinary Meeting of the Council of the City of Broken Hill to be held in the Council Chamber, Sulphide Street, Broken Hill on **Wednesday, November 30, 2016** commencing at 6:30 p.m. to consider the following business:

- 1) Apologies
- 2) Prayer
- 3) Acknowledgement of Country
- 4) Public Forum
- 5) Minutes for Confirmation
- 6) Disclosure of Interest
- 7) Mayoral Minute
- 8) Notice of Motion
- 9) Notices of Rescission
- 10) Reports from Delegates
- 11) Reports
- 12) Committee Reports
- 13) Questions Taken on Notice from Previous Council Meeting
- 14) Questions for Next Meeting Arising from Items on this Agenda
- 15) Closed



JAMES RONCON
GENERAL MANAGER

MINUTES FOR CONFIRMATION

Minutes of the Ordinary Meeting of the Council of the City of Broken Hill held Wednesday, October 26, 2016.

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
OCTOBER 26, 2016

Meeting commenced at 6:30 p.m.

PRESENT:

Councillor D. Turley (Mayor) Councillors D. Gallagher (Deputy Mayor)
Councillors C. Adams, B. Algate, M. Browne, M. Clark, T. Kennedy,
B. Licul, J. Nolan and R. Page.

General Manager, Acting Deputy General Manager, Division Manager
Corporate and Human Services, Finance Manager, Governance Officer,
Executive Support Officer and Communication and Community Engagement
Coordinator.

Media (3), Members of the Public (26).

APOLOGIES:

Nil.

PRAYER

Councillor Adams delivered the prayer.

ACKNOWLEDGEMENT OF COUNTRY

Councillor Gallagher delivered the Acknowledgment of Country.

PUBLIC FORUM

Mr. Kim Donohue addressed Council on the following subjects:

- a) Council clearing weeds on footpaths and at Sturt Park
Mr. Donohue raised concerns that when Council staff are clearing weeds from footpaths around the City and from the Sturt Park they are sweeping/blowing them into the gutters and onto the street, which is not only causing a slip hazard but looks very unsightly and is worried about the dangers to pedestrians and in particular people with a disability. It also makes the streets look untidy and does not give a good impression of Broken Hill to tourists visiting the City. Mr. Donohue suggested that weed litter be disposed of correctly or recycled and turned into mulch for Council's parks and gardens.
- b) Disabled parking near Life Without Barriers
Mr. Donohue advised Council that the disabled car space adjacent to Life Without Barriers in Argent Street is often used by other motorists attending the coffee window at the business next door, and disabled motorists are having to park across the road or further along the street. Mr. Donohue asked if this could be addressed.
- c) Disabled signage around the City
Mr. Donohue suggested that all disabled car spaces around the City be upgraded to include a disabled sign mounted on a post near the kerb as well as the painted disabled symbol on the road. This will assist all motorists to identify the disabled car spaces.
- d) Council Staff to provide assistance to disabled residents visiting Council's Administration Building
Mr. Donohue advised that Council staff need to provide assistance to disabled residents when they visit Council should they need to put in a complaint or have dealings with a Council Department and cannot do this independently. Mr. Donohue advised that he has had prior dealings with Council that have left him feeling frustrated that he could not get the assistance needed to access Council's services.

The Mayor thanked Mr. Donohue for his comments and took his comments on notice, stating that they are very timely given the introduction of the Disability Inclusion Act and that Council has commenced

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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the process of developing its Disability Inclusion Action Plan which aims to ensure that all members of the community can access Council's services.

PRESENTATION

Presentation of Audited Financial Statements 2015/2016 by Council's External Auditors UHY Haines Norton.

Following the presentation, the General Manager took a question on notice from Councillor Clark regarding a breakdown of the outstanding rates to Council, whether they are non-resident owners or people with genuine hardship, etc.

The Mayor thanked UHY Haines Norton for their presentation and congratulated the staff on the work that has been undertaken over the past year resulting in a \$6M turnaround which is an outstanding result. The Mayor also acknowledged that the pleasing financial result was also due to the decisions made by the previous Council.

MINUTES FOR CONFIRMATION

RESOLUTION

Minute No. 45353

Councillor M. Clark moved
Councillor C. Adams seconded

)
)

That the Minutes of the Ordinary Meeting of the Council of the City of Broken Hill held September 28, 2016 be confirmed.

CARRIED

DISCLOSURE OF INTEREST

Nil.

MAYORAL MINUTES

Nil.

NOTICES OF MOTION

Nil.

RESCISSION MOTIONS

Nil.

REPORTS FROM DELEGATES

Nil.

REPORTS

**ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 214/16 - DATED OCTOBER 14, 2016 -
APPOINTMENT OF DELEGATES TO COMMITTEES - SEPTEMBER 2016 TO SEPTEMBER 2017**

11/9

RESOLUTION

Minute No. 45354

Councillor R. Page moved)

Councillor M. Clark seconded)

1. That Broken Hill City Council Report No. 214/16 dated October 14, 2016, be received.
2. That the following vacant Councillor Delegate positions be filled on Section 355 Committees and various other Committees/Working Groups as follows:
 - a. Key Direction Portfolio, Our Community (1 alternate position) – Councillor Adams.
 - b. Key Direction Portfolio, Our Environment (1 alternate position) – Councillor Clark.
 - c. Australia Day Advisory Group, 1 position – Councillor Kennedy.
 - d. Asset Naming Committee, 1 position – Councillor Clark.
 - e. Integrated Waste Management Working Group, 1 position – Councillor Licul.
 - f. Sister City Working Group, 2 positions – Councillor Nolan; and that Councillors advise the Mayor should they wish to fill the other vacant position.
 - g. Tidy Towns Working Group, 1 position – Councillor Browne.
 - h. Volunteer Working Group, 1 position – Councillor Clark.
3. That all Councillor membership ceases at the September 2017 Council Meeting.

CARRIED

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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**ITEM 2 - BROKEN HILL CITY COUNCIL REPORT NO. 178/16 - DATED JULY 04, 2016 -
ADOPTION OF THE DRAFT DEVELOPMENT CONTROL PLAN 2016**

11/126

Recommendation

1. That Broken Hill City Council Report Nol. 178/16 dated July 4, 2016, be received.
2. That Council adopts the draft Broken hill Development Control Plan 2016 to take effect from the date of notification being placed in local print media.
3. That Council implement a permit system to assess and approve the removal, pruning or lopping of branches of exotic plants on private property in accordance with the Broken Hill Development Control Plan 2016 on a cost recovery basis.

RESOLUTION

Minute No. 45355

Councillor B. Algate moved) That the recommendation of item 2 be adopted.
Councillor D. Gallagher seconded)

CARRIED

**ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 215/16 - DATED SEPTEMBER 07, 2016 -
ADOPTION OF DRAFT SCORES ON DOORS POLICY**

12/14

Recommendation

1. That Broken Hill City Council Report No. 215/16 dated September 7, 2016, be received.
2. That the Draft Scores on Doors Policy be adopted as a Policy of Council.

RESOLUTION

Minute No. 45356

Councillor D. Gallagher moved) That the recommendation of item 3 be adopted.
Councillor J. Nolan seconded)

CARRIED

**ITEM 4 - BROKEN HILL CITY COUNCIL REPORT NO. 216/16 - DATED OCTOBER 06, 2016 -
INVESTMENT REPORT FOR SEPTEMBER 2016**

11/48

Recommendation

1. That Broken Hill City Council Report No. 216/16 dated October 6, 2016, be received.

RESOLUTION

Minute No. 45357

Councillor C. Adams moved) That the recommendation of item 4 be adopted.
Councillor J. Nolan seconded)

CARRIED

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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**ITEM 5 - BROKEN HILL CITY COUNCIL REPORT NO. 217/16 - DATED SEPTEMBER 26, 2016 -
S355 COMMITTEE TERM REPORTS 2012-2016 AND ANNUAL REPORTS 2015-2016** 16/94

Councillor Adams advised a correction to the Annual Report of the Heritage Advisory Committee stating that Mr. Larry Angell had inadvertently been omitted from the attendance list.

Recommendation

1. That Broken Hill City Council Report No. 217/16 dated September 26, 2016, be received.
2. That the Annual Report 2015/16 and Term Report 2012-2016 received from Section 355 Committees be received and noted

RESOLUTION

Minute No. 45358

Councillor C. Adams moved) That the recommendation of item 5 be adopted.
Councillor M. Clark seconded)

CARRIED

**ITEM 6 - BROKEN HILL CITY COUNCIL REPORT NO. 218/16 - DATED OCTOBER 12, 2016 -
RECOMMENDATIONS AND MINUTES OF THE AUDIT COMMITTEE MEETING HELD OCTOBER
6, 2016** 13/19

Recommendation

1. That Broken Hill City Council Report No. 218/16 dated October 12, 2016, be received.
2. That the minutes of the Audit Committee meeting held October 6, 2016 be adopted.

RESOLUTION

Minute No. 45359

Councillor D. Gallagher moved) That the recommendation of item 6 be adopted.
Councillor J. Nolan seconded)

CARRIED

**ITEM 7 - BROKEN HILL CITY COUNCIL REPORT NO. 219/16 - DATED OCTOBER 14, 2016 -
MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO 364 HELD TUESDAY OCTOBER
4, 2016** 11/397

Recommendation

1. That Broken Hill City Council Report No. 219/16 dated October 14, 2016, be received.
2. That the minutes for the Local Traffic Committee Meeting No. 364, held 4 October 2016, be received and recommendations within minutes be adopted.

RESOLUTION

Minute No. 45360

Councillor M. Browne moved) That the recommendation of item 7 be adopted.
Councillor M. Clark seconded)

CARRIED

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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**ITEM 8 - BROKEN HILL CITY COUNCIL REPORT NO. 220/16 - DATED OCTOBER 13, 2016 -
ACTION LIST REPORT - OCTOBER
Recommendation**

11/25

1. That Broken Hill City Council Report No. 220/16 dated October 13, 2016, be received.

RESOLUTION

Minute No. 45361

Councillor C. Adams moved
Councillor B. Licul seconded

)
)

That the recommendation of item 8 be adopted.

CARRIED

SUPPLEMENTARY REPORTS

**ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 225/16 - DATED OCTOBER 14, 2016 -
PUBLIC PRESENTATION OF 2015/2016 FINANCIAL STATEMENTS**

13/92

Recommendation

1. That Broken Hill City Council Report No. 225/16 dated October 14, 2016, be received.
2. That Council adopt the financial statements and authorise the presentation of the financial statements to the public.

RESOLUTION

Minute No. 45362

Councillor D. Gallagher moved
Councillor J. Nolan seconded

)
)

That the recommendation of item 9 be adopted.

CARRIED

**ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 226/16 - DATED SEPTEMBER 27, 2016 -
ANNUAL REPORT 2015/2016**

15/144

RESOLUTION

Minute No. 45363

Councillor B. Licul moved
Councillor C. Adams seconded

)
)

1. That Broken Hill City Council Report No. 226/16 dated September 27, 2016, be received.
2. That the 2015/2016 Annual Report, inclusive of audited Financial Statements, Delivery Program Key Performance Indicators Six Month Report Jan 2016 – Jun 2016 (adopted at Council meeting 31 August 2016, minute no. 45315), 2012-2016 End of Term Report (adopted at Council meeting 31 August 2016, minute no. 45314) and 2012-2016 State of Environment Report be adopted with the following amendment to page 42 of the Delivery Program Key Performance Indicators Report (page 204 of the Supplementary Agenda) to reflect the true number of Code of Conduct complaints and

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
OCTOBER 26, 2016

the cost to Council.

3. That once amended the Annual Report, inclusive of audited Financial Statements, Delivery Program Key Performance Indicators Six Month Report Jan 2016 – Jun 2016, 2012-2016 End of Term Report and 2012-2016 State of Environment Report be posted on Council's website (note: End of Term Report 2012-2016 was previously posted on Council's website as a stand-alone document).
4. That Council's web link to the Annual Report, inclusive of audited Financial Statements Delivery Program Key Performance Indicators Six Month Report Jan 2016 – Jun 2016, 2012-2016 End of Term Report and 2012-2016 State of Environment Report be provided to the Minister, via the Office of Local Government by 30 November 2016.

CARRIED

COMMITTEE REPORTS

ITEM 11 - BROKEN HILL CITY COUNCIL REPORT NO. 221/16 - DATED OCTOBER 13, 2016 - MINUTES OF THE MEMORIAL OVAL COMMUNITY COMMITTEE MEETINGS HELD SEPTEMBER 7 AND OCTOBER 4, 2016 12/52

Recommendation

1. That Broken Hill City Council Report No. 221/16 dated October 13, 2016, be received.
2. That minutes of the Memorial Oval Community Committee meetings held September 7 and October 4, 2016 be received.

RESOLUTION

Minute No. 45364

Councillor D. Gallagher moved) That the recommendation of item 11 be adopted.
Councillor B. Licul seconded)

CARRIED

ITEM 12 - BROKEN HILL CITY COUNCIL REPORT NO. 222/16 - DATED OCTOBER 18, 2016 - MINUTES OF THE PICTON OVAL COMMUNITY COMMITTEE MEETING HELD OCTOBER 17, 2016 12/54

Recommendation

1. That Broken Hill City Council Report No. 222/16 dated October 18, 2016, be received.
2. That the minutes of the Picton Oval Community Committee Meeting held October 17, 2016 be received.

RESOLUTION

Minute No. 45365

Councillor B. Algate moved) That the recommendation of item 12 be adopted.
Councillor C. Adams seconded)

CARRIED

QUESTIONS ON NOTICE

ITEM 13 - QUESTIONS ON NOTICE NO. 7/16 - DATED SEPTEMBER 30, 2016 - QUESTIONS TAKEN FROM COUNCILLORS AT SEPTEMBER 2016 COUNCIL MEETING

EO16/3

Recommendation

1. That Questions On Notice No. 7/16 dated September 30, 2016, be received.

RESOLUTION

Minute No. 45366

Councillor T. Kennedy moved) That the recommendation of item 13 be adopted.
Councillor B. Licul seconded)

CARRIED

QUESTIONS FOR NEXT MEETING

Presentation of Audited Financial Statements 2015/2016

Following the presentation, the General Manager took a question on notice from Councillor Clark regarding a breakdown of the outstanding rates to Council, whether they are non-resident owners or people with genuine hardship, etc.

Library Relocation

Councillor Kennedy requested that the questions raised in his Notice of Motion to the September Council Meeting (Item 3 of minutes confirmed at this meeting) be answered.

The Mayor advised that as Councillor Kennedy's Notice of Motion to the September Council Meeting was lost she was happy to answer questions that relate to the relocation of the Library to the proposed site only; being:

1. *What effect moving the Library will have on parking in Argent Street and what strategies Council has to manage any negative effect on parking that may occur?*
2. *What work the landlord will carry out on the very old building to bring it up to a modern standard?*
3. *What will the utilities costs be for the building considering the building is twice the size of the existing Library?*
4. *How does the heating/cooling of the proposed rented building compare to the planned \$800,000 system for the existing Library?*
5. *What will happened with the existing Library and what associated costs are expected?*
6. *What effect will the Library move have on user numbers for those that currently use the Library?*
7. *What contingencies are in place if the move to a rented building has a negative impact on Library usage numbers, parking and costs to Council?*

The Mayor advised that a briefing session and a tour of the proposed site for the relocation of the Library will be arranged for Councillors.

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Upgrade of the Civic Centre

Councillor Algate advised that the organisers of the Pink Ball had complained to him that they were not kept informed regarding the status of the upgrade of the Civic Centre ahead of their booking for the Pink Ball this coming weekend. Councillor Algate requested that Council staff ensure that all organisations who have upcoming bookings at the Civic Centre are fully aware of the status of the building works and what arrangements can be put in place to provide all facilities required for their function to be held.

The General Manager took Councillor Algate's advice on board regarding improving communication with users, stating that there are always ways that Council can improve communication. Whatever information that we have at any time is passed onto the users, and may have been a timing issue that they did not receive Council's information before they had heard it from another source.

City Playgrounds

Councillor Page asked if Council staff could carry out inspections of playgrounds in the City to check that fencing is intact and that gates are operating correctly. This will ensure the safety of children using the City's playground areas.

The General Manager took the matter on notice, and also took the opportunity to remind Councillors that Item 15 of the Agenda is for the purpose of Councillors asking questions regarding items in the Business Paper to be answered at the next meeting. The General Manager advised that Councillors can forward him any questions by email or by phone call at any time.

The Mayor also stressed that Councillors don't need to wait until the Council Meeting to raise issues, they can contact herself or the General Manager direct in the meantime.

CONFIDENTIAL MATTERS

**ITEM 14 - BROKEN HILL CITY COUNCIL REPORT NO. 223/16 - DATED AUGUST 19, 2016 -
PURCHASE OF LAND SOLD AT AUCTION FOR SALE OF LAND FOR UNPAID RATES -**

CONFIDENTIAL

11/338

(General Manager's Note: This report considers the purchase of land and is deemed confidential under Section 10A(2) (c) of the Local Government Act, 1993 which provides for information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business).

Recommendation

1. That Broken Hill City Council Report No. 223/16 dated August 19, 2016, be received.
2. That Council votes to purchase land at 17 Wills Street (Lot 1975 DP 757298) for the extension of the landfill of which was sold in error at the recent Sale of Land for Unpaid Rates Auction in March 2016.
3. That the Mayor and General Manager be authorised to sign the sale of land contracts under the Common Seal of Council.

**ITEM 15 - BROKEN HILL CITY COUNCIL REPORT NO. 224/16 - DATED OCTOBER 14, 2016 -
WRITE OFF BAD DEBT - KAMACHLO PTY LTD - CONFIDENTIAL**

11/33

(General Manager's Note: This report considers the write off of bad debt and is deemed confidential under Section 10A(2) (b) of the Local Government Act, 1993 which contains matters that will involve the discussion of the personal hardship of any resident or rate payer).

MINUTES OF THE ORDINARY MEETING OF THE BROKEN HILL CITY COUNCIL HELD
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Recommendation

1. That Broken Hill City Council Report No. 224/16 dated October 14, 2016, be received.
2. That Council approve the write off of the debt relating to Kamachlo Pty Ltd (debtor: 925.04) for the amount of \$14,290.10.

Minute No. 45367

Councillor C. Adams moved) That the confidential items be considered in open
Councillor D. Gallagher seconded) session and the recommendations of items 15
and 16 be adopted.

CARRIED

The Mayor requested that the General Manager report on the confidential items adopted by Council.
The General Manager advised that Council resolved, in respect of:

Item 14 – Broken Hill City Council Report No. 223/16 – dated August 19, 2016 – Purchase of Land
Sold at Auction for Sale of Land for Unpaid Rates – CONFIDENTIAL

- That Broken Hill City Council Report No. 223/16 dated August 19, 2016, be received.
- That Council votes to purchase land at 17 Wills Street (Lot 1975 DP 757298) for the extension of the landfill of which was sold in error at the recent Sale of Land for Unpaid Rates Auction in March 2016.
- That the Mayor and General Manager be authorised to sign the sale of land contracts under the Common Seal of Council.

Item 15 – Broken Hill City Council Report No. 224/16 – dated October 14, 2016 – Write-off of Bad
Debt – Kamachlo Pty. Ltd. – CONFIDENTIAL

- That Broken Hill City Council Report No. 224/16 dated October 14, 2016, be received.
- That Council approve the write off of the debt relating to Kamachlo Pty Ltd (debtor: 925.04) for the amount of \$14,290.10.

There being no further business the Mayor closed the meeting at 7:27 p.m.

THE FOREGOING MINUTES WERE READ)
AND CONFIRMED AT THE ORDINARY)
MEETING OF THE BROKEN HILL CITY)
COUNCIL HELD ON)

CHAIRPERSON

REPORTS FROM DELEGATES

1. REPORTS FROM DELEGATES NO. 4/16 - DATED NOVEMBER 16, 2016
- COUNCILLOR ADAMS' ATTENDANCE AT THE LOCAL GOVERNMENT
NSW ANNUAL CONFERENCE (13/175) 14

ORDINARY MEETING OF THE COUNCIL

November 16, 2016

ITEM 1

REPORTS FROM DELEGATES NO. 4/16

SUBJECT: COUNCILLOR ADAMS' ATTENDANCE AT THE LOCAL
GOVERNMENT NSW ANNUAL CONFERENCE 13/175

Summary

Council has received a Delegates Report from Councillor Adams regarding her attendance at the Local Government which was held in Wollongong from October 16 -18, 2016 (see attached).

Recommendation

1. That Reports from Delegates No. 4/16 dated November 16, 2016, be received and noted.

Attachments

1. Councillor Adams' Delegates Report 2 Pages

C. ADAMS
COUNCILLOR ADAMS

2016 LGNSW Annual Conference Report

Christine Adams

The 2016 LGNSW Annual Conference was held at Wollongong 16-18 October. Mayor Darriea Turley, Councillors Adams, Clarke, Nolan and Deputy GM Andrew Bruggy represented BHCC. Mayor Turley and Councillor Nolan were voting delegates.

The resentment, concern and uncertainty around the amalgamations is still extremely volatile and representatives from involved councils certainly made the Premier Mike Baird aware of their feelings after his presentation to the conference.

The subject however did not dominate motions presented to the voting delegates. It was pleasing to note that all submitted motions were addressed in the time allotted. The motions submitted by BHCC were all passed without discussion.

1a Emergency Services Property Levy: *That the NSW Government removes the 11.7% ESPL paid by local government and includes this levy in the proposed ESPL for transparency.*

b *The NSW Government communicates clearly to the public that the ESPL is a new government tax.*

c *Councils must be paid more than just marginal cost of administering the ESPL on behalf of the NSW Government.*

2 Support a sustainable Darling River System: *that LGNSW supports the Local Government Authorities of Broken Hill City Council, Wentworth Shire Council and Central Darling Shire with their campaign for a sustainable Darling River system that ensures the health and wellbeing of the communities that live along it and enriches the economic, social, environmental and cultural values that have been a part of its long history.*

3 Funding of proposed Far West Authority: *That Local government NSW lobbies the State Government to fund the establishment and ongoing operation of their proposed Far West Authority.*

The other motions of specific interest to BHCC that were accepted were:

1. *Parkes Shire Council- Vocational trade courses available through TAFE NSW: That Local Government NSW calls on the NSW Government to reinvigorate TAFE trade courses, facilities and qualified staff in regional and remote centres to increase*

trade based qualifications and career opportunities for young people in regional NSW.

2. Bega Valley Shire Council-Planning Requirements for improved access for people with a disability: *that LGNSW advocate for changes to relevant legislation and/or regulation, including allocation of resources for implementation. (part of motion)*
3. Blacktown City Council-Public Library Funding. [one that raises its head at every conference. The premier acknowledged his government is dragging the chains on this one and is addressing it]. *That the NSW Government provides increased recurrent funding for public libraries.*
4. Cessnock City Council-Federal Funding to local government infrastructure: *That the Federal Government provides councils with infrastructure funding to assist Councils in removing their large infrastructure backlogs whilst at the same time creating economic stimulus across Australia.*
5. Forbes Shire Council-Mobile phone black spots and internet connectivity: *That Local Government NSW lobbies for increased funding to rural and regional areas for more reliable mobile and internet services.*

Councillor Adams attended breakout sessions.

1. *Understanding changes to the Local Government Act* which has been followed up with our own workshop
2. *Crown Lands Review Update*. 10 minutes only was allocated for this topic which was inadequate for the large number of interested councillors that attended. Many concerns were raised and little time given to allay those concerns.

Member council/shires of the proposed Far West Initiative met for a breakfast meeting. This was followed by Mayors and GMs and Acting GMS meeting with Local Government Minister Paul Toole which I am sure will be reported to councillors at a later time.

REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 229/16 - DATED
NOVEMBER 07, 2016 - CORRESPONDENCE REPORT - NSW
GOVERNMENT'S POSITION ON GREYHOUND RACING (11/161)..... 18
2. BROKEN HILL CITY COUNCIL REPORT NO. 230/16 - DATED JULY 01,
2016 - CODE OF CONDUCT REVIEW - 2015/2016 (13/100) 22
3. BROKEN HILL CITY COUNCIL REPORT NO. 231/16 - DATED
SEPTEMBER 30, 2016 - ADOPTION OF DRAFT COUNCILLOR
SUPPORT POLICY (12/114)..... 25
4. BROKEN HILL CITY COUNCIL REPORT NO. 232/16 - DATED
NOVEMBER 22, 2016 - DECEMBER COUNCIL MEETING (11/21)..... 44
5. BROKEN HILL CITY COUNCIL REPORT NO. 233/16 - DATED
NOVEMBER 07, 2016 - INVESTMENT REPORT FOR OCTOBER 2016
(11/48)..... 46
6. BROKEN HILL CITY COUNCIL REPORT NO. 234/16 - DATED
NOVEMBER 10, 2016 - FINANCIAL MANAGEMENT POLICIES REVIEW
(12/144)..... 59
7. BROKEN HILL CITY COUNCIL REPORT NO. 235/16 - DATED
NOVEMBER 10, 2016 - QUARTERLY BUDGET REVIEW STATEMENT
FOR PERIOD ENDING SEPTEMBER 2016 (12/160) 76
8. BROKEN HILL CITY COUNCIL REPORT NO. 236/16 - DATED
NOVEMBER 10, 2016 - NEW DOMESTIC VIOLENCE PREVENTION
CLINICS PROPOSED FOR NSW (12/81) 92
9. BROKEN HILL CITY COUNCIL REPORT NO. 237/16 - DATED
NOVEMBER 18, 2016 - MINUTES OF THE LOCAL TRAFFIC
COMMITTEE MEETING NO 365 HELD TUESDAY NOVEMBER 8, 2016
(11/397)..... 94
10. BROKEN HILL CITY COUNCIL REPORT NO. 238/16 - DATED
NOVEMBER 17, 2016 - ACTION LIST REPORT (11/25) 123

ORDINARY MEETING OF THE COUNCIL

November 7, 2016

ITEM 1

BROKEN HILL CITY COUNCIL REPORT NO. 229/16

SUBJECT: CORRESPONDENCE REPORT - NSW GOVERNMENT'S
POSITION ON GREYHOUND RACING 11/161

Recommendation

1. That Broken Hill City Council Report No. 229/16 dated November 7, 2016, be received.
2. That correspondence from the Premier of NSW, the Hon Mike Baird, MP dated October 31, 2016 advising that the Government has announced its in principle support to give the greyhound racing industry one last chance in NSW, subject to it agreeing to the strictest regulations to prevent animal cruelty from the industry, be received.

Executive Summary:

Council has received correspondence from the Premier of NSW, the Hon Mike Baird, MP in response to Council's correspondence dated August 19, 2016 regarding the announced proposed closure of the Greyhound industry in NSW.

Report:

Council forwarded correspondence to the Premier of NSW following a meeting that the Mayor held with representatives of the local Greyhound Racing Club and media surrounding the announced proposed closure of the industry.

The Mayor's correspondence advised that the NSW Greyhound industry has introduced robust and wide-ranging reforms to improve animal welfare with the improved regulation and supervision and the eradication of unacceptable behaviour, and requested that the Premier takes into consideration the proactive approach that the greyhound industry has already taken to regulate greyhound racing in NSW when the Government makes its final determination.

Strategic Direction:

Key Direction:	Our Community
Objective:	Our built environment supports our quality of life
Function:	Open Spaces
DP Action:	Provide parks and open spaces for passive recreational activity

Relevant Legislation:

Greyhound Racing Act 2009

Financial Implications:

Nil at this stage

Attachments

1. Correspondence from the Premier of NSW dated October 31, 2016 2 Pages

JAMES RONCON
GENERAL MANAGER



Premier of New South Wales Minister for Western Sydney

31 October 2016

Mayor Wincen Guy
Broken Hill City Council
council@brokenhill.nsw.gov.au

Dear Mayor

Thank you for your correspondence regarding the NSW Government's position on greyhound racing. I have noted your concerns on behalf of your community and appreciate the reasons that have prompted you to write. Please accept my apologies for the delay in replying to you.

No doubt you would be aware that the Government announced its in principle support to give the greyhound racing industry one last chance in NSW, subject to it agreeing to the strictest regulations to clamp down on animal cruelty.

The findings of the Special Commission of Inquiry into the Greyhound Racing Industry were stark and impossible to ignore. The Commission found evidence of systemic animal cruelty and advised that the industry was unwilling to change.

Dr John Keniry AM, who has been overseeing the transition away from racing, has advised the Government that there has been a major shift in the industry's attitude since the announcement of a ban. He believes the industry is now willing to adopt animal welfare reforms that it has resisted for so long.

The industry itself has made commitments that every greyhound bred in NSW will have a full and natural life, breeding numbers drastically reduced, they will have a zero tolerance for animal cruelty and racing environments will be made safer.

The Government has invited the RSPCA and greyhound racing industry representatives to join a Greyhound Industry Reform Panel, to be chaired by former Premier Morris Iemma. The Panel will determine the new regime that will ensure greyhound racing in NSW is the cleanest in the country and prioritises animal welfare.

The Government will ask the Panel to consider:

- Mandatory life bans and increased jail terms for live baiting;
- Registering greyhounds for their entire lives;
- An independent regulator with strong new powers to ensure accountability; and
- Substantially increased resources for enforcement and prosecution as well as animal welfare.

Subject to the report of the Panel, the Greyhound Racing Prohibition Act will be repealed next year and new legislation introduced enforcing these tough new standards.

We understand that, as horrified as everyone was by the practices of animal cruelty, the community also wanted us to give the industry a chance to reform. We will be giving them that chance.

The Government is committed to keeping you informed as this issue develops and, if appropriate, may write to you again to update you.

Thank you for writing.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Mike Baird', is positioned above the printed name.

MIKE BAIRD MP
Premier

ORDINARY MEETING OF THE COUNCIL

July 1, 2016

ITEM 2

BROKEN HILL CITY COUNCIL REPORT NO. 230/16

SUBJECT: CODE OF CONDUCT REVIEW - 2015/2016

13/100

Recommendation

1. That Broken Hill City Council Report No. 230/16 dated July 1, 2016, be received.
2. That the Code of Conduct Statistics Annual Report for the Broken Hill City Council of the period of 1 September 2015 – 31 August 2016 be forwarded to the Office of Local Government.

Executive Summary:

In accordance with the NSW Office of Local Government (NSW OLG) requirements, *“At the end of each year, councils are required to report on the numbers of code of conduct complaints made about councillors and the general manager, how they were dealt with and how much it cost the council to deal with them. This will ensure that councillors are individually and collectively accountable to their communities for their conduct and performance”*.

The Code of Conduct Annual Report is an important accountability mechanism that provides the local community with a valuable insight into the performance of their Council.

The reporting period is from the 1 September 2015-31 August 2016.

Report:

The NSW OLG specifically requires that the General Manager *“must appoint a member of staff as the Complaints Coordinator and another as the alternate Complaints Coordinator. The Complaints Coordinator is responsible for the coordination of complaints management, the provision of administrative support to conduct reviewers and conduct review committees, liaison with the Office of Local Government and the reporting of complaints statistics”*.

Part 12 of the “Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW” states *“The council is to provide the Division with a report containing the statistics referred to in clause 12.1 within 3 months of the end of September of each year”*.

Specifically clause 12.1 requires the following information:

- a) the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September,
- b) the number of code of conduct complaints referred to a conduct reviewer,
- c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints,
- d) the number of code of conduct complaints investigated by a conduct reviewer,

- e) the number of code of conduct complaints investigated by a conduct review committee,
- f) without identifying particular matters, the outcome of code of conduct complaints investigated by a conduct reviewer or conduct review committee under these procedures,
- g) the number of matters reviewed by the Division and, without identifying particular matters, the outcome of the reviews, and
- h) the total cost of dealing with code of conduct complaints made about councillors and the general manager in the year to September, including staff costs.

In accordance with the above specific requirements, Broken Hill City Council provides the following statistics for the period of 1 September 2015 – 31 August 2016. A copy of this report will be forwarded to NSW OLG.

As at 31 August 2016, the status of Code of Conduct investigations were:

Requirement	Report
Total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September	4 complaints
The number of code of conduct complaints referred to a conduct reviewer	4 complaints referred to conduct reviewer
The number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints	1 complaint finalised at preliminary assessment. Outcome – Did not meet requirements for being a Code of Conduct complaint.
The number of code of conduct complaints investigated by a conduct reviewer	3 remaining complaints investigated
The number of code of conduct complaints investigated by a conduct review committee	Nil
Without identifying particular matters, the outcome of code of conduct complaints investigated by a conduct reviewer or conduct review committee under these procedures	As at 31 August 2016 one (1) final report received. As at 31 August 2016 investigation of two (2) remaining complaints not completed
The number of matter reviewed by the Division and, without identifying particular matters, the outcome of the reviews	Nil
The total cost of dealing with code of conduct complaints made about councillors and the general manager in the year to September, including staff costs	\$23,306.00

Strategic Direction:

Key Direction: 4. Our Leadership
 Objective: 4.1 Openness and Transparency in Decision Making
 Function: Leadership & Governance
 DP Action: 4.1.1.13 Maintain good governance and best practice methods and ensure compliance with various guidelines and legislation

Relevant Legislation:

Local Government Act 1993, Section 440 Codes of Conduct.

Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW.

Financial Implications:

Costs associated with Code of Conduct complaints are provided for in Council's Operational Plan for the relevant year.

Attachments

There are no attachments for this report.

RAZIJA NU'MAN

DIVISION MANAGER CORPORATE AND HUMAN SERVICES

JAMES RONCON

GENERAL MANAGER

ORDINARY MEETING OF THE COUNCIL

September 30, 2016

ITEM 3

BROKEN HILL CITY COUNCIL REPORT NO. 231/16

SUBJECT: ADOPTION OF DRAFT COUNCILLOR SUPPORT POLICY 12/114

Recommendation

1. That Broken Hill City Council Report No. 231/16 dated September 30, 2016, be received.
2. That Council adopts the draft Councillor Support Policy as a policy of Council.
3. That the adopted Councillor Support Policy be forwarded to the Office of Local Government within twenty eight days of adoption as per Section 253(4) of the *Local Government Act 1993*.

Executive Summary:

The purpose of the policy is to ensure that Councillors receive adequate and reasonable expenses and facilities to enable them to carry out their civic duties. The policy ensures that these are provided in an accountable and transparent manner and does so by ensuring:

- The provisions of the policy allow all members of the community to seek election to Council without being financially or otherwise disadvantaged by undertaking the civic duties of a Councillor;
- Clear identification of the expenses that may be claimed, and facilities that will be provided to Councillors of Broken Hill City Council in carrying out their civic duties;
- Compliance with the requirements of Section 252, 253 and 254 of the *Local Government Act 1993*, and clause 403 of the *Local Government (General) Regulation 2005*.

This policy excludes annual fees paid to the Mayor and Councillors in accordance with Sections 248-251 of the *Local Government Act 1993*. These fees are determined annually and are based on the determinations made by the Local Government Remuneration Tribunal.

Report:

Council considered the Draft Councillor Support Policy at its Ordinary Council Meeting held September 28, 2016 and resolved (Minute No. 45337) to place the draft policy on public exhibition for a period of twenty eight days as per Section 253(4) of the *Local Government Act 1993*.

The draft policy was placed on public exhibition for twenty eight days concluding on Friday, October 28, 2016.

During the public exhibition period Council received nil written submissions from the public and nil written submissions from Councillors.

Councils are required to review their Councillor Support Policy within the first twelve months of each term of a Council. Public notice must be given prior to the policy adoption process, even if the proposed amendments are not substantial.

The draft policy was placed on public exhibition for a twenty eight day period closing October 28, 2016 as per Sections 252 and 253 of the *Local Government Act 1993*.

The draft policy is now presented to Council for adoption.

Strategic Direction:

Key Direction:	4. Our Leadership
Objective:	4.1 Openness and Transparency in Decision Making
Function:	Leadership & Governance
DP Action:	4.1.1.3 – The Council leadership group works well together to serve the community

Relevant Legislation:

Section 252 of the *Local Government Act 1993* (as amended by the *Local Government Amendment (Governance and Planning) Bill 2016*:

- (1) Within the first 12 months of each term of a council, the council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, the deputy mayor (if there is one) and the other councillors in relation to discharging the functions of civic office.
- (2) The policy may provide for fees payable under this Division to be reduced by an amount representing the private benefit to the mayor or a councillor of a facility provided by the council to the mayor or councillor.
- (3) A council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the mayor, the deputy mayor (if there is one) or a councillor otherwise than in accordance with a policy under this section.
- (4) A council may from time to time amend a policy under this section.
- (5) A policy under this section must comply with the provisions of this Act, the regulations and any relevant guidelines issued under section 23A.

Section 253 of the *Local Government Act 1993* (as amended (5) by the *Local Government Amendment (Governance and Planning) Bill 2016*:

- (1) A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.
- (2) Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment.
- (3) Despite subsections (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the council is of the opinion that the proposed amendment is not substantial.
- (4) Within 28 days after adopting a policy or making an amendment to a policy for which public notice is required to be given under this section, a council is to forward to the Director-General:
 - (a) a copy of the policy or amendment together with details of all submissions received in accordance with subsection (1), and

- (b) a statement setting out, for each submission, the council's response to the submission and the reasons for the council's response, and
- (c) a copy of the notice given under subsection (1).
- (5) A council must comply with this section when proposing to adopt a policy in accordance with section 252 (1) even if the council proposes to adopt a policy that is the same as its existing policy.

Note: Although the *Local Government Amendment (Governance and Planning) Bill 2016* amends Section 253 by omitting item (4) this change does not take effect until a date to be proclaimed whereas other amendments took effect on the date of assent.

Section 403 of the *Local Government (General) Regulation 2005*:

A policy under section 252 of the Act must not include any provision enabling a council:

- (a) to pay any councillor an allowance in the nature of a general expense allowance, or
- (b) to make a motor vehicle owned or leased by the council available for the exclusive or primary use or disposition of a particular councillor other than the mayor.

Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW

These guidelines have been prepared under the provisions of section 23A of the *Local Government Act* as Director General's Guidelines.

Financial Implications:

All expenses detailed within the draft Policy are provided for within Council's adopted Operational Plan.

Any additional expenses and facilities provided for under this Policy will need to be balanced with an appropriate budget allocation.

Attachments

1. Draft Councillor Support Policy 16 Pages

JAMES RONCON
GENERAL MANAGER

DRAFT COUNCILLOR SUPPORT POLICY

QUALITY CONTROL			
TRIM REFERENCES	D12/13302 – 12/114		
RESPONSIBLE POSITION	General Manager		
APPROVED BY			
REVIEW DATE	September 2020	REVISION NUMBER	16
EFFECTIVE DATE	ACTION	MINUTE NUMBER	
24/09/2014	Adopted	44759	
30/09/2015	Public Exhibition	45075	
25/11/2015	Adopted	45128	

1. INTRODUCTION

This policy has been developed to ensure good governance and best practice standards are adhered to.

The policy is made in accordance with sections 252, 253 and 254 of the *Local Government Act 1993* (NSW).

2. POLICY OBJECTIVE

The purpose of the policy is to ensure that Councillors receive adequate and reasonable expenses and facilities to enable them to carry out their civic duties. The policy ensures that these are provided in an accountable and transparent manner and does so by ensuring:

- The provisions of the policy allow all members of the community to seek election to Council without being financially or otherwise disadvantaged by undertaking the civic duties of a Councillor;
- Clear identification of the expenses that may be claimed, and facilities that will be provided to Councillors of Broken Hill City Council in carrying out their civic duties;
- Compliance with the requirements of Section 252, 253 and 254 of the *Local Government Act 1993*, and clause 403 of the *Local Government (General) Regulation 2005*.

This policy excludes annual fees paid to the Mayor and Councillors in accordance with Sections 248-251 of the *Local Government Act 1993*. These fees are determined annually and are based on the determinations made by the Local Government Remuneration Tribunal.

Should Council be in a period of Administration, the adopted Councillor Support Policy applies to the Administrator of the Council.

3. POLICY SCOPE

This policy is relevant to all Councillors.

4. POLICY STATEMENT

GENERAL PAYMENT OF EXPENSES

4.1. Payment of Expenses

Councillors will be reimbursed for expenses reasonably incurred in the performance of their role as a Councillor. General allowances unrelated to actual expenses will not be paid.

A general allowance is a sum of money paid by a Council to a Councillor to expend on an item or a service that is not required to be receipted and / or otherwise reconciled according to a set procedure and within a specific timeframe. (A Statutory Declaration is included at Annexure 1 for this purpose).

It is not appropriate or lawful for Council to pay general allowances unrelated to actual expenses incurred and which are designed to supplement Councillors' annual fees.

4.2. Reimbursement and Reconciliation of Expenses

Councillors must provide a certified claim in the form provided by the General Manager for all travel, incidental and out of pocket expenses incurred. Payment will only be made for:

- a) expenses covered under this Policy; and
- b) items accompanied by appropriate tax invoice receipts or as provided in clause 7.2(c);
- c) Incidental expenses may not require specific receipts provided it can be demonstrated that expenditure was incurred and is not general in nature. Where receipts are not required it would be appropriate for Councillors to certify that the expenditure was for the purpose intended.

Where no receipts or tax invoices are submitted; a Councillor shall be required to sign a Statutory Declaration to confirm that the expense was incurred (Appendix 1).

If a Statutory Declaration is provided in lieu of receipts and tax invoices, Councillors are required to personally retain any supporting documentation for audit purposes and shall be required to produce this documentation to Council upon request.

The level of supporting documentation should be commensurate with the nature of expenditure. For example expenditure on parking, tolls, refreshments and the like may only require a signed statement listing the payments.

Other than provided in Clause 7.1.3, all claims must be submitted within thirty (30) days of being incurred unless reasonable cause can be shown for the delay.

Failure to meet this timeframe will result in a decline of the reimbursement.

4.3. Payment in Advance

Councillors will be provided with an advance payment for expenses to be incurred under this Policy upon request to the General Manager.

Councillors must reconcile advance payments within seven (7) days of the provision of the service or completion of the travel.

All items to be reconciled must be accompanied by appropriate tax invoice receipts.

Funds not acquitted will be advised to the Councillor and deducted from the next scheduled Councillor payment.

4.4. Establishment of Monetary Limits and Standards

The following are monetary limits for reasonable out-of-pocket expenses:

Expense	Refund Basis	Daily Limit \$	Comment
Registration Costs	Actual	None	Includes costs relating to official luncheons, dinners, tours/inspections which are relevant to the interests of the Council.
Accommodation	Actual up to daily limit	Zone 1: \$300 per day Zone 2: \$250 per day Zone 3: \$200 per day	Limits are dependent on the location of accommodation, providing for regional differences in costs. Zone 1: Capital Cities Zone 2: Regional Cities Zone 3: Country Where evidence is provided that accommodation within the above cost range cannot be provided or is not available then the General Manager has the discretion to approve the increase in costs.
Out of pocket expenses	Actual up to daily limit	Reviewed annually – based on the ATO Reasonable Allowance	Expenses in this category may include: Reasonable refreshments Reasonable telephone or internet usage; Meals not included in registration fees etc. The following expenses will not generally be reimbursed and are the responsibility of the councillor: Alcohol (see note*) Mini-bar items
Enrolment fees	Actual	None	In most cases, Council will arrange and fund attendance of Councillors at training courses.
Air Travel	Actual	None	In most cases, Council will arrange and fund Councillors air travel when required.
Rail Travel	Actual	None	In most cases, Council will only arrange and fund Councillors air travel when requested.
Taxi	Actual	None	Travel for official Council business or training only.
Bus	Actual	None	Travel for official Council business or training only.
Parking/Tolls	Actual	None	Travel for official Council business or training only.

Expense	Refund Basis	Daily Limit \$	Comment
Telephone	Actual	\$50 per month	Council related calls only.
Use of private motor vehicle	Actual	Per km allowance as defined in the BHCC Award	The use of a Council pool car should be considered for car travel prior to use of own vehicle.
Personal care or child care expenses: up to four (4) hours	Actual up to daily limit	\$80 per day	Council will reimburse a Councillor's costs to a maximum of \$80 to cover a four (4) hour engagement of a babysitter/caregiver where required to allow the Councillor to attend any Council, Committee meetings, working party or workshop. The four (4) hour period shall include 30 minutes prior to and after the conclusion of the meeting or workshop.
Personal care or child care expenses: more than four (4) hours	Actual up to hourly limit	\$15 per hour	An additional hourly rate of up to \$15 per hour will be paid for meetings and workshops etc. that go beyond the four (4) hours engagement period referred to above.

* Council will not reimburse expenses relating to alcoholic beverages unless the expenses have been incurred as part of legitimate Council business and the Councillor can identify the strategic benefit to the Broken Hill City Council and community.

Examples include:

- Civic Functions
- Entertaining members of the public in order to promote a Local Government initiative or project
- Evening meals associated with a seminar or other function at a particular venue during which significant official business is engaged in during a meal.

4.5. Incidental Expenses

Council will cover incidental travel expenses-provided that it can be demonstrated that the expenses were actually incurred - and that established reconciliation procedures are followed, for example, the completion of a claim form. A claim form must include an itemised account of expenditure and should not be general in nature.

Council will not reimburse personal travel expenses.

4.6. Expenses – Accompanying Person

When a service is shared between a Councillor and accompanying person, the expense associated with the service will be reimbursed as long as the expense did not increase due to the attendance of the accompanying person.

Where costs increase due to the attendance of the accompanying person, Council will only reimburse the amount that relates to the Councillor. In the case of accommodation paid by Council, the Councillor must pay the difference between the single person rate and the rate charged for additional persons.

However, Council will meet the reasonable direct costs of an accompanying person for attendance at official Council functions that are of a formal and ceremonial nature within the City of Broken Hill. For example, civic receptions; award ceremonies; conferences held in Broken Hill at which Council is the host or is represented and charitable functions for charities supported by the Council.

Council will not pay for costs associated with accompanying persons who accompany a Councillor at any event or function outside the Council area, including interstate and overseas.

SPECIFIC EXPENSES FOR MAYOR AND COUNCILLORS

4.7. Attendance at Seminars and Conferences

Councillor Attendance at seminars and conferences must be approved by Council on a case by case basis.

Council will cover registrations fees for conferences, seminars and the like that are attended by the Councillor as a representative of the Council.

Council will also cover travel and accommodation costs as set out in Clause 8.4 below.

4.8. Attendance at External Committee Meetings

Councillors may travel to and attend meetings directly relating to their appointment on external committees and other groups on behalf of Council, without prior approval of Council.

Council will cover travel and accommodation costs as set out in Clause 8.4 below.

4.9. Training and Educational Expenses

Council supports the professional development of all Councillors. In order to facilitate this, an annual training plan shall be maintained and a budget provided to meet the needs identified in the training plan.

In general, training will be provided on a group basis for all Councillors. Council will organise and fully fund the training. All training and educational expenses must be directly related to the Councillor's civic functions and responsibilities.

Training for individual Councillors must be approved by the Mayor upon receipt of a request in writing. The Mayor will consult with the General Manager as approval is subject to availability of funds and relevance of training in accordance with the Division of Local Government Councillor Induction and Professional Development – A Guide for Councils.

Council will continue to develop, fund and implement a Councillor training and development program with particular reference to the Division's Councillor Induction and Professional Development Guide.

4.10. Travel Arrangements and Expenses

All travel associated with Council business must be properly authorised prior to travel being undertaken. Councillors must not approve their own travel. Authorisation must be obtained in the following ways:

4.11. Authorisation

- a) All Councillors' travel must be authorised by resolution of Council, except in cases of urgency or where it relates to attendance at external committee meetings to which the Councillor has been appointed by Council. In situations of urgency, the Mayor may authorise travel which must then be endorsed at the next Council meeting;
- b) Councillors' Authority to Travel forms may be obtained from the Executive Support Officer. They must be signed by the Mayor or the Deputy Mayor in the absence of the Mayor;
- c) In cases of exceptional circumstances, Councillor's travel may be authorised by the General Manager;
- d) In the case of the Mayor, Authority to Travel forms may be authorised by the General Manager or the Chief Operating Officer/Deputy General Manager in the absence of the General Manager;
- e) Authority to Travel forms must be signed by the Councillor who undertook the travel as soon possible after travel has been completed to confirm that the travel was undertaken and payment for any approved outstanding expenses may be made. These forms must be returned to the Executive Support Officer, within 30 days of the travel being completed, unless reasonable cause can be shown for the delay.

4.12. Travel Arrangements

- a) All travel arrangements must be made through the Executive Support Officer. Travel arrangements must not be made by individuals unless prior approval has been obtained in writing from the General Manager;
- b) Travel must be for the purpose approved. Changes must not be made to travel arrangements unless prior approval has been obtained from the General Manager;
- c) Should the General Manager approve Councillors to make their own travel arrangements, the Councillor is not permitted to accumulate Frequent Flyer points for Council-funded travel;
- d) Travel may be by air (economy class), rail (first class), coach or motor vehicle, depending upon which is the most cost effective mode;
- e) Councillors intending to travel by motor vehicle must abide by the provisions of Council's Motor Vehicle Usage Policy;
- f) Councillors requiring air travel should advise the Executive Support Officer as soon as travel has been authorised so that any discount fares may be utilised;
- g) Should Councillors wish to be accompanied by another person, prior approval must be obtained from the Mayor. All travel costs associated with the travel of the other person must be paid by the other person unless otherwise resolved by Council;
- h) All travel by Councillors must be undertaken using the most direct route and the most practicable and economical mode of transport, subject to any personal medical considerations;
- i) Councillors are personally responsible for all traffic or parking fines incurred whilst they are driving private or Council vehicles on Council business.

4.13. Accommodation

- a) The Executive Support Officer will arrange suitable room accommodation, based upon cost and convenience. A Councillor may choose accommodation at a different location but it must be at the same cost or less;
- b) Council will pay accommodation costs and hotel/motel parking fees where they are not included in accommodation costs;
- c) Council will not pay for separate or upgraded accommodation for spouse, partner or accompanying persons. The Councillor will be invoiced for any additional associated costs;
- d) Council orders for accommodation will not include meals, drinks, laundry, telephone and other costs incurred at a hotel/motel; such costs will be paid by the Councillor on check-out;
- e) Should accommodation not be able to be booked in advance because of uncertain travel arrangements, accommodation charges must be paid by the traveller and a reimbursement claimed upon return to Broken Hill. Reimbursement of reasonable accommodation costs will only be made if a tax invoice is produced.

4.14. Incidental Expenses

Council will reimburse the reasonable out-of-pocket expenses involved in travel as detailed in this Policy.

4.15. Overseas Travel

Prior to any action in respect of overseas travel, a report shall be prepared for Council's consideration in advance of the proposed travel, detailing the purpose of the travel, meetings, costs, conferences and seminars together with the expected tangible benefits that may be derived for the Broken Hill community.

If the overseas travel is approved all the provisions within this Councillor Support Policy will apply in respect of travel arrangements and costs to be met by Council.

Upon return a detailed report is to be provided to Council by the Councillor(s) who undertook the travel measuring tangible outcomes against the original expectations.

4.16. Cancellation

Any cancellation of travel arrangements must be advised to the Executive Support Officer as soon as practicable.

4.17. Telephone Costs and Telecommunications

Call charges up to the monetary monthly limit shall be reimbursed by Council upon receipt of a Statutory Declaration by a Councillor that the amount relates to Council business and is accompanied by a schedule of itemised calls.

4.18. Care and Other Related Expenses

Council adopts the principle of the payment of child care expenses for children up to and including the age of 16 years, to enable a Councillor to attend to their civic duties.

However, child care will only be available to enable the Councillor's attendance at essential Council activities and will be the subject of a separate application by the affected Councillor in each instance, for determination by the Mayor and General Manager.

In situations where care is required for a partner or other immediate family member to enable the Councillor's attendance at essential Council activities, a separate application will be required from the affected Councillor in each instance, for determination by the Mayor and General Manager.

4.19. Insurance Expenses and Obligations

Section 382 of the Act requires Council to make arrangements for adequate insurance against public liability and professional liability.

Council will affect an appropriate level of insurance for Councillors in the following areas:

- a) Personal Accident/Travel Insurance – coverage of Councillor and spouse, partner or accompanying person, while on Council business;
- b) Public Liability – for matters arising out of Councillors' performance of their civic duties and/or exercise of their Council functions;
- c) Professional Indemnity – for matters arising out of Councillors' performance of their civic duties and/or exercise of their Council functions;
- d) Councillors & Officers Liability – for matters arising out of Councillors' performance of their civic duties and /or exercise of their Council functions.

Council will meet any excess applicable under a policy but the appropriate excess applicable will be reviewed upon the renewal of these insurances. A duty of care is required by all insured persons. Terms and conditions are as per policy wordings.

Councillors are not covered by workers compensation payments or arrangements.

Council may obtain insurance cover against the risk of having to meet the reasonable legal costs of a Councillor or to reimburse those costs, provided that the costs or reimbursements are ones that Council is authorised to meet.

4.20. Attendance at Non-Council Functions

- a) Consideration will be given to meeting the cost of Councillors' attendance at dinners and other non-Council functions that provide briefings from key members of the community, politicians and business where the function is relevant to the Council's interest and is held in Broken Hill, such cost to be the reasonable expenses of a required registration fee and or necessary meal and beverage cost; when clause 7.8 (b) does not apply. Requests should be made prior to the event via the Mayor to the Council's General Manager;
- b) The majority of briefings for Councillors will be organised by the General Manager and take place at a Council venue and budgeted in Council's operating expenditure;
- c) No payment will be made by Council for attendance by a Councillor at any political fundraising event, for any donation to a political party or candidate's electoral fund, or for some other private benefit.

4.21. Legal Expenses and Obligations

- a) Council will indemnify or reimburse the reasonable legal expenses of:
- A Councillor defending an action arising from the performance in good faith of a function under the Act; or
 - A Councillor defending an action in defamation provided that the outcome of the legal proceedings is favourable to the Councillor.
- b) Reasonable legal costs may also be available for an inquiry, investigation or hearing into a Councillor's conduct by an appropriate investigative or review body including the following, provided that the subject of the inquiry, investigation or hearing arises from the performance in good faith of a Councillor's functions under the Act and the matter before the investigative or review body has proceeded past any initial assessment phase to a formal investigation or review:
- Local Government Pecuniary Interest and Disciplinary Tribunal
 - Independent Commission Against Corruption
 - Office of the NSW Ombudsman
 - Division of Local Government
 - Department of Premier and Cabinet
 - NSW Police Force
 - Director of Public Prosecutions
 - Council's Conduct Review Committee / Reviewer
- c) In the case of a conduct complaint made against a Councillor, legal costs may only be made available where a matter has been referred by the General Manager to a conduct reviewer/conduct committee to make formal enquiries into that matter in accordance with the procedures in Council's Code of Conduct;
- d) In the case of a pecuniary interest or misbehaviour matter legal costs may only be made available where a formal investigation has been commenced by the Division of Local Government;
- e) Legal costs will only be provided where the investigative or review body makes a finding that is not substantially unfavourable to a Councillor. This may include circumstances in which a matter does not proceed to a finding. In relation to a councillor's conduct, a finding by an investigative or review body that an inadvertent minor technical breach had occurred may not necessarily be considered a substantially unfavourable outcome;
- f) Council will not meet the legal costs of legal proceedings initiated by a Councillor under any circumstances;
- g) Council will not meet the legal costs of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation;
- h) Council will not meet legal costs for legal proceedings that do not involve a Councillor performing their role as a Councillor;
- i) Approval must be sought and given in writing from the General Manager prior to legal expenses being incurred.

GENERAL PROVISION OF FACILITIES**4.22. Provision of Facilities generally**

Facilities, equipment and services will be provided that are appropriate to support the Mayor and Councillors in undertaking their role as elected members of the Council.

4.23. Private Use of Equipment and Facilities

Councillors should not obtain private benefit from the provision of equipment and facilities, nor from travel bonuses such as "Frequent Flyer" schemes or any other such loyalty programs while on Council business.

It is acknowledged that incidental use of Council equipment and facilities may occur from time to time and such incidental private use is not subject to a compensatory payment back to Council.

Where more substantive private use occurs, Councillors must advise the General Manager in writing and the Councillor will be charged on a cost recovery basis for that private use. The General Manager will establish a register to record all such applications, reconciliations and reimbursements. Council will invoice Councillors for any such substantive private use on a quarterly basis.

Council facilities, equipment and services are not to be used to produce election material or for any other political purposes.

4.24. Acquisition and Return of Equipment and Facilities

Councillors are required to return all equipment issued to them, excluding clothing, within one (1) month after the completion of their term of office, during extended leave of absence or at the cessation of their civic duties.

Councillors may have the option to purchase Council equipment previously allocated to them at the cessation of their duties. If the item is for sale, it may be purchased at an agreed fair market price or written down value. Councillors may make application in writing to the General Manager for consideration of this option and determination of same.

EQUIPMENT AND FACILITIES PROVIDED FOR COUNCILLORS**4.25. Clothing**

Each Councillor will be provided with the following corporate clothing for use as part of their civic duties i.e. attendance at Council Meetings, civic functions etc.:

- a) Jacket with embroidered Council logo – one jacket during a term of office;
- b) Neck tie/scarf – a sufficient number of neck ties/scarves embroidered with the Council's logo; and
- c) A Councillor name badge.

Additional clothing, within the Council's current uniform range may be purchased by Councillors at the Councillor's own expense.

4.26. Office/Meeting Room Facilities

A Councillor Office/meeting room is available on the Ground Floor at Council's Administrative Centre for use by Councillors in the conduct of their duties of office and for Councillor interviews with constituents.

The office/meeting room will be equipped with a telephone, a computer with internet, email and Windows software and connected to a scanner/printer/copier.

The refurbishment of the Ground Floor of the Administrative Centre to incorporate Council's archives will include the provision of a Councillor office/meeting room.

It will be necessary for Councillors to make bookings for use of the Councillor Office through the General Manager's Office and these bookings will appear on the Councillor's Outlook Calendar as a reference for Councillors of the availability of the office.

4.27. Reference Materials

All Councillors will be issued with either an electronic or hardcopy copy of Bluet's Local Government Handbook (NSW) Latest Edition and Councillor's reference manual compiled by the General Manager.

Other reference materials will be provided as requested by Councillors or as deemed necessary by the General Manager.

4.28. Meals and refreshments

Council will provide appropriate light meals and refreshments at Council Workshops, meetings and meetings of Council and Committees which run over normal meal times.

4.29. Mobile Telephones

Upon request Councillors may be provided with a standard mobile telephone for the purpose of conducting Council business and must be used in a manner consistent with the Council's Mobile Phones Policy.

The Mobile Telephone Agreement must be completed by Councillors who are provided with a mobile phone (Appendix 2).

4.30. Tablet Computers

A tablet computer (iPad) will be provided to all Councillors, in lieu of printed Council Business Papers and other reference materials / information.

Councillors will be required to set-up their own Apple ID and supporting account for the purposes of downloading apps.

A once-off \$15 iTunes voucher may be requested by Councillors to enable them to purchase Council business related apps. Cost incurred in purchasing any other apps necessary for Council business will be reimbursed on supply of a tax invoice and explanation of how the purchase relates to Council business.

Councillors are not to store personal photos/videos/music/games on their iPads as this can cause unnecessary operating problems when downloading large documents and business papers.

Help Desk-support will be provided for Council business purposes.

4.31. Council Motor Vehicles

Access to Council's Motor Vehicle Fleet will be provided to the Mayor and Councillors for the purposes of travelling to and from meetings, conferences and seminars where it is identified to be the most direct and / or cost effective option.

Use of Council's Motor Vehicle Fleet is to be in accordance with the Motor Vehicle Usage Policy.

GIFTS AND BENEFITS**4.32. Given By Councillors**

In circumstances where it is appropriate for Councillors to give a gift or benefit, for example on a Council business related trip or when receiving visitors; these gifts and benefits should be of token value as defined in Council's Code of Conduct and Council's "Gifts and Benefits" Policy.

4.33. Received by Councillors

The provisions of Council's Code of Conduct and Council's "Gifts and Benefits" Policy will apply.

PROVISION OF ADDITIONAL EQUIPMENT & FACILITIES FOR THE MAYOR**4.34. Mobile Telephone**

Council will provide at its cost a mobile phone for use in relation to official duties and functions of the Office of Mayor. Council will meet rental and the cost of official calls. The account for the mobile phone will be in the name of Broken Hill City Council and the Mayor must advise the Council in writing monthly of any personal calls made from the mobile phone as the cost of these personal calls is to be met by the Mayor.

4.35. Office Facilities

Council will provide the following office facilities at the Administrative Centre:

- a) Office space; sufficient quantity of quality office space necessary to fulfil the duties of Mayoral office;
- b) Telephone; a high quality digital telephone with direct in dial and direct line facilities;
- c) Furniture; An appropriate quantity of quality office furniture;
- d) Stationery; including Mayoral letterhead, envelopes and stationery generally.

4.36. Secretarial Support

Secretarial support facilities are available to the Mayor through the Executive Support Officer during normal office hours. The General Manager may on request provide access to secretarial support outside office hours for Council business, for example, public meetings and ceremonies.

Council will meet the cost of postage of mail forwarded by the Mayor in the conduct of official duties.

4.37. Purchase Card

Council shall provide the Mayor with a purchase card for business expenditure only and must comply with the general terms and conditions within Council's Purchase Card Procedures or any other relevant policies and procedures.

DISPUTE RESOLUTION REGARDING EXPENSES AND FACILITIES FOR COUNCILLORS**4.38. Process**

Should any dispute arise about the payment of expenses or provision of facilities for Councillors, the Councillor(s) concerned are required to submit a formal written request to the General Manager advising the issue in dispute and the provision or remedy sought.

The General Manager is to give proper consideration to any such request and make a decision as to whether the claim is in keeping with this policy; whether the claim is not appropriate and/or whether the Councillor Support Policy needs to be reviewed.

Should the Councillor, on receipt of the General Manager's reply, consider the matter needs to be reviewed; the Councillor must make a written submission to the Independent Chair of the Audit Committee. The Chair will consider and decide the matter.

5. IMPLEMENTATION**5.1. Roles and Responsibilities**

The General Manager is responsible for ensuring that Council is operating in accordance with the provisions of this policy.

5.2. Communication

This Policy will be communicated to the community and staff utilising Council's Policy, Procedure and Process Framework and Council's Business Paper process. Following adoption by Council the Policy will be made available on Council's website.

5.3. Associated Documents

The following documentation is to be read in conjunction with this policy:

- Broken Hill City Council Code of Conduct
- Motor Vehicle Usage Policy
- Mobile Phone Policy
- Purchase Card Procedure
- Annexure 1 – Statutory Declaration
- Annexure 2 – Mobile Telephone Agreement

6. REVIEW

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

This Policy must be reviewed within the first twelve (12) months of each new term of Council with public notice to ensure it meets the requirements of legislation and the needs of Council.

The General Manager is responsible for the review of this policy.

7. LEGISLATIVE AND LEGAL FRAMEWORK

This policy is to be read in conjunction with the following:

- Local Government Act 1993 (sections 252-254)
- Local Government (General) Regulation 2005 (section 403)
- Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW 2009.

Council representatives shall refrain from personal activities that would conflict with proper execution and management of Council's Councillor Support Policy; Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

8. DEFINITIONS

"Accompanying Person" shall mean a person who has a close relationship (partner / spouse) with the Councillor and / or provides carer support to the Councillor).

"ATO" shall mean Australian Taxation Office.

"Incidental Travel Expenses" shall mean business expenses incurred while undertaking approved travel other than airfares and accommodation. Expenses such as reasonable business related hospitality and entertainment, domestic meals, taxi fares, business related communication, business related excess baggage and stationery are examples that fall into this category.

"Personal Travel Expenses" shall mean expenses of a personal nature incurred by the traveller when on approved travel. Expenses such as personal entertainment, including use of the hotel mini-bars and in-house videos, laundry and personal travel are examples that fall into this category.

"Traveller" shall mean The Mayor, Deputy Mayor or Councillor approved to undertake travel on behalf of the Council.



ANNEXURE 1

BROKEN HILL CITY COUNCIL

REIMBURSEMENT OF INCIDENTAL EXPENSES INCURRED BY COUNCILLORS

STATUTORY DECLARATION

On _____ (date), I _____ (name),

a Councillor of Broken Hill City Council, of:

_____ (address)

Do solemnly and sincerely declare that:

1. On _____ (date) I did incur expenditure in accordance with the Councillor Support Policy, in the sum of:

\$ _____

2. I am unable to produce invoices, receipts, dockets and/or related documents which evidence the expenditure referred to in paragraph 1. However, I verify that I incurred the expenses in relation to my duties as Councillor for Broken Hill City Council.

I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act 1900.

Signed: _____

Witnessed: _____

Name of Witness: _____

Qualification of the Witness: Justice of the Peace

Solicitor

Registration Number of Justice of the Peace (or stamp): _____

1. Councillor	2. General Manager	3. Executive Support Officer
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ANNEXURE 2

BROKEN HILL CITY COUNCIL MOBILE TELEPHONE AGREEMENT

I, _____ (the "approved user")

acknowledge the following:

1. That I have received and read a copy of Council's Mobile Phones Policy;
2. That I have been granted use of a Council mobile telephone in accordance with Council's Mobile Phone Policy;
3. That I will comply with the requirements of this policy;
4. That I accept responsibility for the equipment granted to me;
5. That I will reimburse Council for all private and personal calls made on the Council mobile telephone that has been allocated to me;
6. That the mobile phone and associated equipment must be returned to Council at the end of my term of Council;
7. The mobile telephone number and serial number of the equipment allocated to me are:

a) mobile telephone number: _____

b) mobile telephone serial number: _____

c) sim card serial number: _____

Councillor

Date

ORDINARY MEETING OF THE COUNCIL

November 22, 2016

ITEM 4

BROKEN HILL CITY COUNCIL REPORT NO. 232/16

SUBJECT: DECEMBER COUNCIL MEETING

11/21

Recommendation

1. That Broken Hill City Council Report No. 232/16 dated November 22, 2016, be received.
2. That Council's Ordinary Monthly Meeting for December 2016 be held Wednesday, December 14, 2016.

Executive Summary:

Council's Ordinary Monthly Meeting for December 2016 is scheduled to fall during Council Christmas Shutdown period (December 24, 2016 to January 3, 2016).

This report is presented to Council to determine a suitable alternate date for the December Council Meeting.

Report:

It is proposed that the Ordinary Council Meeting for December 2015 be held earlier in December on Wednesday December 14, 2016 which will allow for post Council Meeting processes to be completed before the Christmas shutdown period and will also ensure that the majority of Councillors will be present. Council could hold the meeting on Wednesday, December 21, 2016 but as this date proximity to Christmas, some Councillors and senior staff may be absent on Christmas holidays.

Section 365 of the *Local Government Act 1993* relates to the provisions for Council Meetings and states that a Council must meet at least ten (10) times a year, and that each meeting must be held in a different month.

Council's adopted Code of Meeting Practice item 1.1 – Holding Meetings states that Council will hold its Ordinary Monthly Meetings on the last Wednesday of each month (normally being Wednesday December 28, 2016). Item 1.1 also states that the dates of Council meetings may be changed by resolution of Council.

It is therefore proposed that Council's Ordinary Monthly Meeting for December 2016 be held on December 14, 2016 for reasons stated above.

Strategic Direction:

Key Direction:	Our Leadership
Objective:	4.2 Our Leaders Make Smart Decisions
Function:	Leadership and Governance
DP Action:	4.2.1.2 Encourage attendance at meetings and workshops

Relevant Legislation:

Local Government Act 1993

Council's Code of Meeting Practice

Financial Implications:

Nil.

Attachments

There are no attachments for this report.

JAMES RONCON

GENERAL MANAGER

ORDINARY MEETING OF THE COUNCIL

November 7, 2016

ITEM 5BROKEN HILL CITY COUNCIL REPORT NO. 233/16SUBJECT: INVESTMENT REPORT FOR OCTOBER 201611/48**Recommendation**

1. That Broken Hill City Council Report No. 233/16 dated November 7, 2016, be received.

Executive Summary:

The *Local Government (General) Regulation 2005* (Part 9, Division 5, Clause 212), effective from 1 September 2005, requires the Responsible Accounting Officer of a Council to provide a written report setting out details of all monies that have been invested under Section 625 (2) of the *Local Government Act 1993*, as per the Minister's Amended Investment Order gazetted 11 March 2011. The Responsible Accounting Officer must also include in the report, a certificate as to whether the investment has been made in accordance with the Act, the Regulations and the Council's Investment Policy. As at 31st October 2016, Council's Investment Portfolio had a current market valuation of \$18,243,961 or principal value (face value) of \$18,171,075 and was compliant with all legislative and policy requirements.

Report:

Council's investments as at 31st October 2016 are detailed in Attachment 1.

Portfolio Summary		
Portfolio Performance vs. RBA Cash Rate	✓	Council's investment performance did exceed benchmark.
Investment Policy Compliance		
Legislative Requirements	✓	Compliant with policy
Portfolio Credit Rating Limit	✓	Compliant with policy
Institutional Exposure Limits	✓	Compliant with policy
Term to Maturity Limits	✓	Compliant with policy

Market Review**Global issues**

The final month of the US election has caused trepidation well beyond America's borders. Politics and personalities aside, uncertainty leading up to the election and the likelihood of post-election drama has financial markets transfixed.

A Trump presidency could lead to a much more isolationist US economy while a Clinton presidency could be mired in Congressional obstacles unless Democrats can win a majority. Regardless of who wins, the next major focus will be the appointment for the vacant Supreme Court justice seat which could greatly influence the US's legal and social tone well beyond the next four years.

Economic data out of the US, Japan and Europe was mostly encouraging in October. Manufacturing indicators (US & Japan), business and consumer confidence surveys (Japan

& Europe) and overall healthy US corporate quarterly profits results provided optimistic signs of future global growth.

Domestic issues

In Australia, increased prices of fruit & vegetables, electricity and property rates pushed Sep Qtr CPI (inflation) slightly higher than expected. After a quarterly increase of 0.7%, the annual inflation rate ending September was 1.3%.

Employment data revealed a second month of higher than expected losses with a fall of 9800 jobs during the month of September. Full-time employment dropped by 53,000 while part-time jobs increased by 43,200 highlighting the growing concern of under-employed workers.

Interest rates

The RBA's official cash rate remains at 1.50%. Money market rates increased over the month signalling growing doubts of another interest rate cut anytime soon.

Reflecting the movement in money market rates, term deposit rates across most maturities ended slightly higher for the month. Three month TDs from Australian majors closed October in the 2.50%-2.70% area and the best indicative 12 month rate from a four major was at 2.80%.

Council's Portfolio by Source of Funds – October 2016

As at 31st October 2016, Council's Investment Portfolio had a current market valuation of \$18,243,961 or principal value (face value) of \$18,171,075 with the source of these funds being detailed in the table below.

	Source of Funds	Principal Amount
GENERAL FUND	Operating Capital & Internal Restrictions	7,953,075
	Accommodation Bonds Reserve	45,000
	Royalties Reserve	440,000
	Domestic Waste Management Reserve	5,144,000
	Grants	4,114,000
	Developer Contributions	475,000
	TOTAL PORTFOLIO	\$18,171,075

Certificate by Responsible Accounting Officer

All investments have been placed in accordance with Council's Investment Policy, Section 625 of the *Local Government Act 1993* (as amended), the Revised Ministerial Investment Order gazetted 11 February 2011, Clause 212 of the *Local Government (General) Regulations 2005* and Third Party Investment requirements of the then Department Local Government Circular 06-70. Council continues to obtain independent financial advice on its investment portfolio in accordance with the then Department of Local Government Circular of 16 September 2008.

Strategic Direction:

- Key Direction 4: Our Leadership
- Objective 4.1: Openness and Transparency in Decision Making
- Action 4.1.1.13: Maintain good governance and best practice methods and ensure compliance with various guidelines and legislation.

Relevant Legislation:

This report is provided for Council's consideration in compliance with the requirements of *Part 9, Division 5, Clause 212 of the Local Government (General) Regulations 2005*.

Financial Implications:

The recommendation has no financial impact.

Attachments

1. Monthly Investment Report - October 2016 10 Pages

JAY NANKIVELL
FINANCE MANAGER

JAMES RONCON
GENERAL MANAGER



**Investment Summary Report
October 2016**



Broken Hill City Council

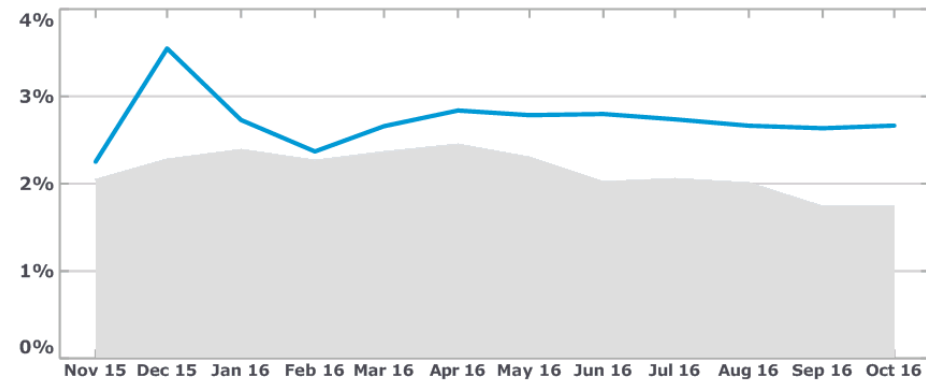
Executive Summary



Investment Holdings

	Face Value (\$)	Current Value (\$)	Current Yield (%)
Cash	1,171,074.91	1,171,074.91	1.13
Term Deposit	17,000,000.00	17,072,886.02	2.73
	18,171,074.91	18,243,960.93	2.63

Investment Performance

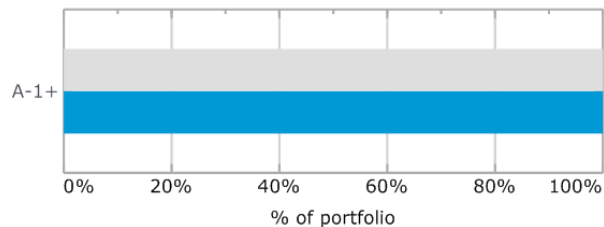


Portfolio Annualised Return

Ausbond BB Index Annualised Return

Investment Policy Compliance

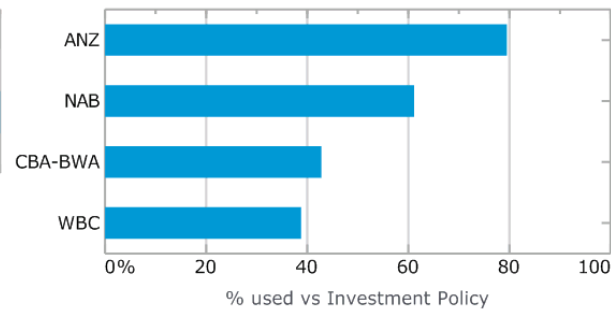
Total Credit Exposure



Portfolio Exposure

Investment Policy Limit

Highest Individual Exposures



Term to Maturities

Maturity Profile	Face Value (\$)	Policy Max
Between 0 and 1 Year	18,171,075	100% 100%
	18,171,075	

Broken Hill City Council
Investment Holdings Report



Cash Accounts											
	Face Value (\$)	Current Yield	Institution	Credit Rating		Current Value (\$)	Deal No.	Reference			
	1,096,195.91	1.1400%	Westpac Group	A-1+		1,096,195.91	473409	Cheque			
	74,879.00	1.0500%	Westpac Group	A-1+		74,879.00	473410	Maxi			
	1,171,074.91	1.1342%				1,171,074.91					

Term Deposits											
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
2-Nov-16	2,000,000.00	2.6000%	Bankwest	A-1+	2,000,000.00	3-Aug-16	2,012,821.92	534258	12,821.92	AtMaturity	
2-Nov-16	500,000.00	2.6000%	Bankwest	A-1+	500,000.00	3-Aug-16	503,205.48	534260	3,205.48	AtMaturity	
9-Nov-16	500,000.00	2.9500%	National Australia Bank	A-1+	500,000.00	6-Jul-16	504,768.49	534071	4,768.49	AtMaturity	
16-Nov-16	1,000,000.00	2.9500%	National Australia Bank	A-1+	1,000,000.00	13-Jul-16	1,008,971.23	534073	8,971.23	AtMaturity	
16-Nov-16	1,000,000.00	2.7000%	Westpac Group	A-1+	1,000,000.00	17-Aug-16	1,005,621.92	534259	5,621.92	AtMaturity	
23-Nov-16	1,000,000.00	2.6500%	Westpac Group	A-1+	1,000,000.00	24-Aug-16	1,005,009.59	534261	5,009.59	AtMaturity	
30-Nov-16	2,500,000.00	2.6800%	ANZ Banking Group	A-1+	2,500,000.00	31-Aug-16	2,511,380.82	534263	11,380.82	AtMaturity	
30-Nov-16	1,000,000.00	2.6800%	National Australia Bank	A-1+	1,000,000.00	31-Aug-16	1,004,552.33	534266	4,552.33	AtMaturity	
14-Dec-16	1,000,000.00	2.5300%	Bankwest	A-1+	1,000,000.00	14-Sep-16	1,003,327.12	534400	3,327.12	AtMaturity	
14-Dec-16	2,500,000.00	3.0000%	National Australia Bank	A-1+	2,500,000.00	14-Sep-16	2,509,863.01	534401	9,863.01	AtMaturity	
11-Jan-17	2,000,000.00	2.7000%	ANZ Banking Group	A-1+	2,000,000.00	12-Oct-16	2,002,958.90	534485	2,958.90	AtMaturity	
25-Jan-17	500,000.00	2.7000%	ANZ Banking Group	A-1+	500,000.00	24-Oct-16	500,295.89	534484	295.89	AtMaturity	
1-Feb-17	1,500,000.00	2.6600%	ANZ Banking Group	A-1+	1,500,000.00	31-Oct-16	1,500,109.32	534483	109.32	AtMaturity	
	17,000,000.00	2.7309%			17,000,000.00		17,072,886.02		72,886.02		

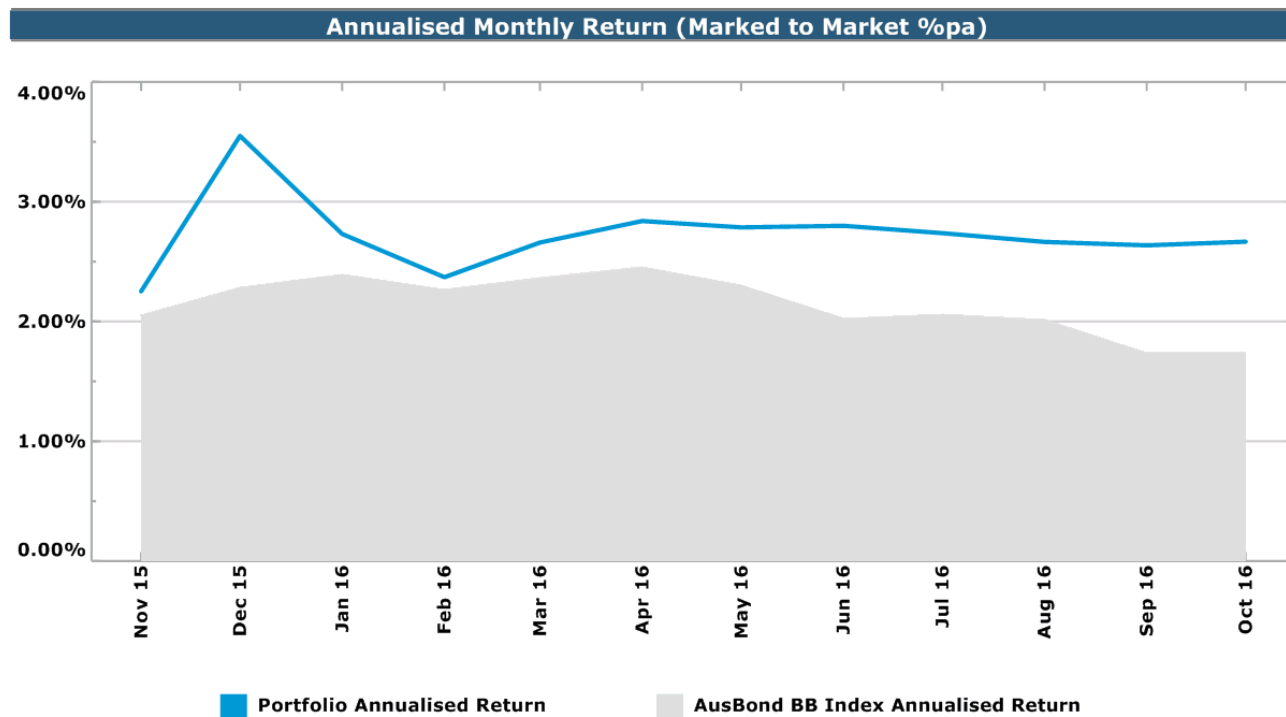
Broken Hill City Council Accrued Interest Report



Accrued Interest Report								
Asset Type	Deal Number	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days Accrued	Interest Accrued (\$)	Percentage Return
Westpac Group	473409	1,096,195.91				31		
Westpac Group	473410	74,879.00				31		
Cash								
Bankwest	534262	500,000.00	10-Aug-16	10-Oct-16	2,172.60	9	320.55	2.60%
Bankwest	534264	1,000,000.00	10-Aug-16	10-Oct-16	4,345.21	9	641.10	2.60%
ANZ Banking Group	534003	2,000,000.00	8-Jun-16	12-Oct-16	19,676.71	11	1,717.81	2.85%
Bankwest	534265	1,000,000.00	24-Aug-16	24-Oct-16	4,345.21	23	1,638.36	2.60%
Westpac Group	534072	1,000,000.00	27-Jul-16	26-Oct-16	7,354.79	25	2,020.55	2.95%
Bankwest	534258	2,000,000.00	3-Aug-16	2-Nov-16	0.00	31	4,416.44	2.60%
Bankwest	534260	500,000.00	3-Aug-16	2-Nov-16	0.00	31	1,104.11	2.60%
National Australia Bank	534071	500,000.00	6-Jul-16	9-Nov-16	0.00	31	1,252.74	2.95%
National Australia Bank	534073	1,000,000.00	13-Jul-16	16-Nov-16	0.00	31	2,505.48	2.95%
Westpac Group	534259	1,000,000.00	17-Aug-16	16-Nov-16	0.00	31	2,293.15	2.70%
Westpac Group	534261	1,000,000.00	24-Aug-16	23-Nov-16	0.00	31	2,250.68	2.65%
ANZ Banking Group	534263	2,500,000.00	31-Aug-16	30-Nov-16	0.00	31	5,690.41	2.68%
National Australia Bank	534266	1,000,000.00	31-Aug-16	30-Nov-16	0.00	31	2,276.16	2.68%
Bankwest	534400	1,000,000.00	14-Sep-16	14-Dec-16	0.00	31	2,148.77	2.53%
National Australia Bank	534401	2,500,000.00	14-Sep-16	14-Dec-16	0.00	31	6,369.86	3.00%
ANZ Banking Group	534485	2,000,000.00	12-Oct-16	11-Jan-17	0.00	20	2,958.90	2.70%
ANZ Banking Group	534484	500,000.00	24-Oct-16	25-Jan-17	0.00	8	295.89	2.70%
ANZ Banking Group	534483	1,500,000.00	31-Oct-16	1-Feb-17	0.00	1	109.32	2.66%
Term Deposit					37,894.52		40,010.27	2.75%
					37,894.52		40,010.27	<u>2.75%</u>

Broken Hill City Council

Investment Performance Report

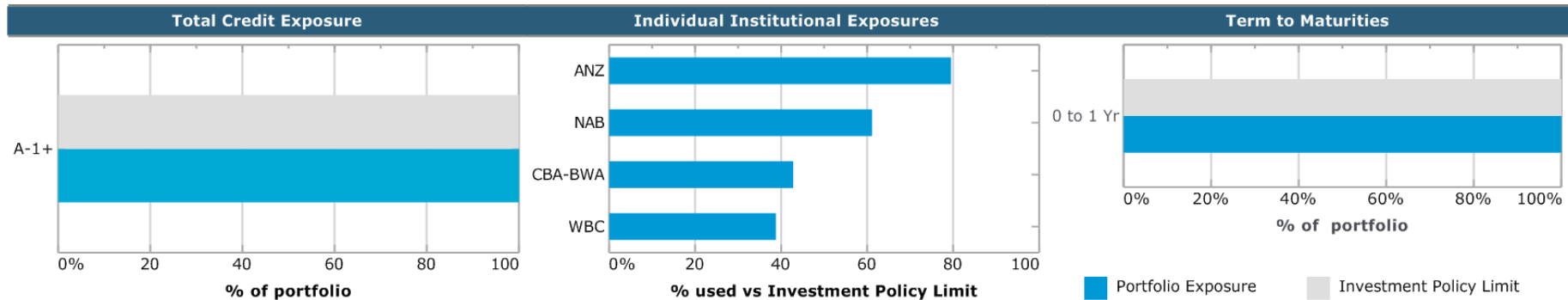


Historical Performance Summary

	Portfolio	AusBond BB Index	Outperformance
Oct 2016	2.67%	1.73%	0.93%
Last 3 Months	2.66%	1.83%	0.83%
Last 6 Months	2.72%	1.98%	0.74%
Financial Year to Date	2.68%	1.88%	0.79%
Last 12 months	2.73%	2.14%	0.59%

Broken Hill City Council

Investment Policy Compliance Report



	Credit Rating	Face Value (\$)	Policy Max
Short Term	A-1+	18,171,075	
		18,171,075	100%
		18,171,075	100%

✓ = compliant
X = non-compliant

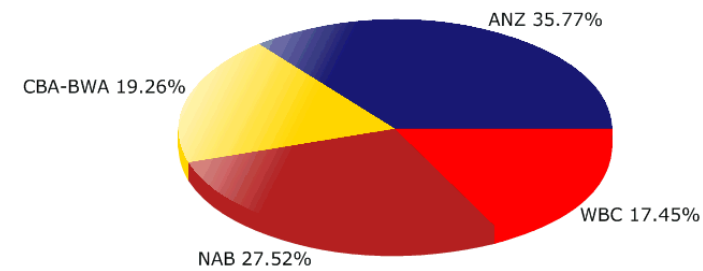
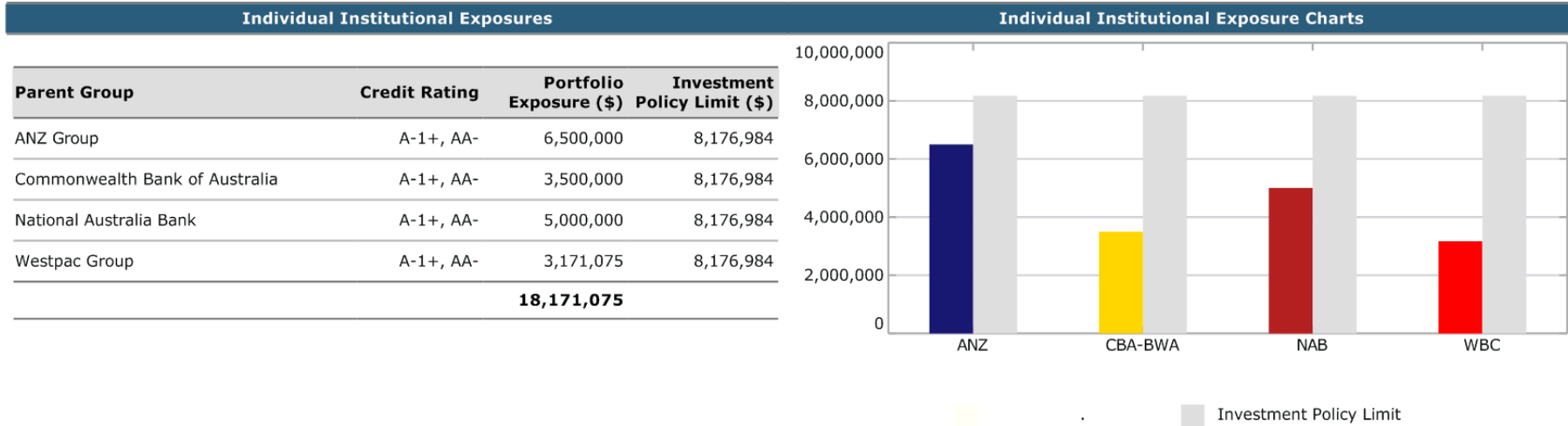
	% used vs Investment Policy Limit
ANZ Group (A-1+, AA-)	79% ✓
National Australia Bank (A-1+, AA-)	61% ✓
Commonwealth Bank of Australia (A-1+, AA-)	43% ✓
Westpac Group (A-1+, AA-)	39% ✓

	Face Value (\$)	Policy Max
Between 0 and 1 Year	18,171,075	100% 100% ✓
	18,171,075	

Detailed Maturity Profile	Face Value (\$)	
00. Cash + Managed Funds	1,171,075	6%
01. Less Than 30 Days	6,000,000	33%
02. Between 30 Days and 60 Days	7,000,000	39%
03. Between 60 Days and 90 Days	2,500,000	14%
04. Between 90 Days and 180 Days	1,500,000	8%
	18,171,075	

Broken Hill City Council

Individual Institutional Exposures Report



Broken Hill City Council
Cash Flows Report

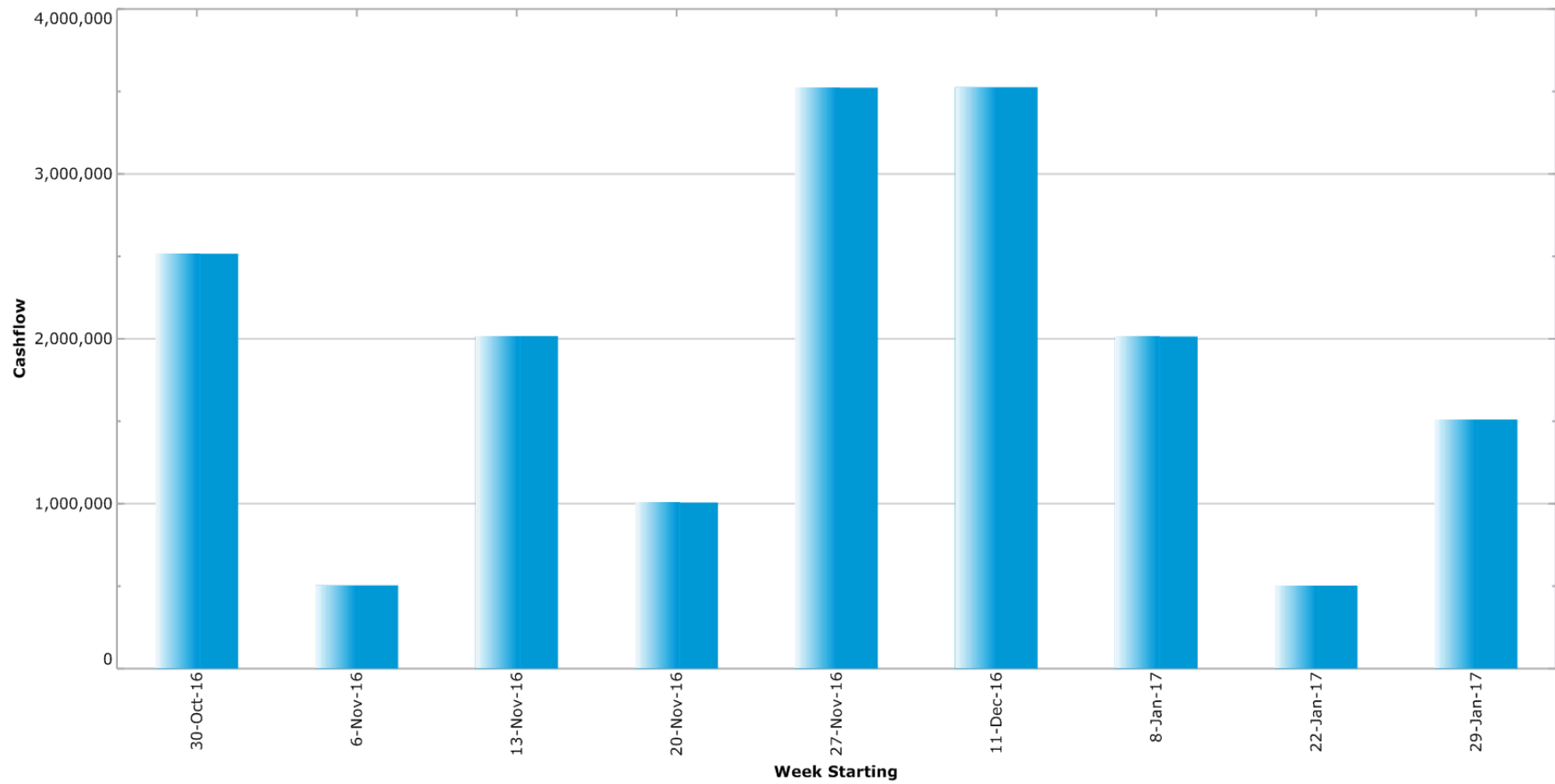


Current Month Cashflows					
Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Received
10-Oct-16	534262	Bankwest	Term Deposits	Interest - Received	2,172.60
		Bankwest	Term Deposits	Maturity Face Value - Received	500,000.00
		Deal Total			502,172.60
	534264	Bankwest	Term Deposits	Interest - Received	4,345.21
		Bankwest	Term Deposits	Maturity Face Value - Received	1,000,000.00
		Deal Total			1,004,345.21
Day Total					1,506,517.81
12-Oct-16	534003	ANZ Banking Group	Term Deposits	Interest - Received	19,676.71
		ANZ Banking Group	Term Deposits	Maturity Face Value - Received	2,000,000.00
		Deal Total			2,019,676.71
	534485	ANZ Banking Group	Term Deposits	Settlement Face Value - Paid	-2,000,000.00
		Deal Total			-2,000,000.00
Day Total					19,676.71
24-Oct-16	534265	Bankwest	Term Deposits	Interest - Received	4,345.21
		Bankwest	Term Deposits	Maturity Face Value - Received	1,000,000.00
		Deal Total			1,004,345.21
	534484	ANZ Banking Group	Term Deposits	Settlement Face Value - Paid	-500,000.00
		Deal Total			-500,000.00
Day Total					504,345.21
26-Oct-16	534072	Westpac Group	Term Deposits	Interest - Received	7,354.79
		Westpac Group	Term Deposits	Maturity Face Value - Received	1,000,000.00
		Deal Total			1,007,354.79
Day Total					1,007,354.79
31-Oct-16	534483	ANZ Banking Group	Term Deposits	Settlement Face Value - Paid	-1,500,000.00
		Deal Total			-1,500,000.00
Day Total					-1,500,000.00
Net Cash Movement for Period					1,537,894.52

Broken Hill City Council
Cash Flows Report



Next Month Cashflows					
<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Due</u>
2-Nov-16	534258	Bankwest	Term Deposit	Interest - Received	12,964.38
		Bankwest	Term Deposit	Maturity Face Value - Received	2,000,000.00
				<u>Deal Total</u>	<u>2,012,964.38</u>
	534260	Bankwest	Term Deposit	Interest - Received	3,241.10
		Bankwest	Term Deposit	Maturity Face Value - Received	500,000.00
				<u>Deal Total</u>	<u>503,241.10</u>
Day Total					2,516,205.48
9-Nov-16	534071	National Australia Bank	Term Deposit	Interest - Received	5,091.78
		National Australia Bank	Term Deposit	Maturity Face Value - Received	500,000.00
				<u>Deal Total</u>	<u>505,091.78</u>
Day Total					505,091.78
16-Nov-16	534073	National Australia Bank	Term Deposit	Interest - Received	10,183.56
		National Australia Bank	Term Deposit	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,010,183.56</u>
	534259	Westpac Group	Term Deposit	Interest - Received	6,731.51
		Westpac Group	Term Deposit	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,006,731.51</u>
Day Total					2,016,915.07
23-Nov-16	534261	Westpac Group	Term Deposit	Interest - Received	6,606.85
		Westpac Group	Term Deposit	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,006,606.85</u>
Day Total					1,006,606.85
30-Nov-16	534263	ANZ Banking Group	Term Deposit	Interest - Received	16,704.11
		ANZ Banking Group	Term Deposit	Maturity Face Value - Received	2,500,000.00
				<u>Deal Total</u>	<u>2,516,704.11</u>
	534266	National Australia Bank	Term Deposit	Interest - Received	6,681.64
		National Australia Bank	Term Deposit	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,006,681.64</u>
Day Total					3,523,385.75
Net Cash Movement for Period					9,568,204.93

Broken Hill City Council
Cash Flows Report

ORDINARY MEETING OF THE COUNCIL

November 10, 2016

ITEM 6

BROKEN HILL CITY COUNCIL REPORT NO. 234/16

SUBJECT: FINANCIAL MANAGEMENT POLICIES REVIEW 12/144

Recommendation

1. That Broken Hill City Council Report No. 234/16 dated November 10, 2016, be received.
2. That the Draft Investment Policy be adopted for public exhibition and comment for a period of 28 days.
3. That the Draft Debt Recovery Policy be adopted for public exhibition and comment for a period of 28 days.
4. That the Draft Hardship Policy be adopted for public exhibition and comment for a period of 28 days.

Executive Summary:

In order to facilitate improved financial management and compliance with the *Local Government Act 1993*, a number of policies have been reviewed. In accordance with the *Local Government Act 1993* the reviewed policies are to be placed on public exhibition for a period no less than 28 days following which all submissions will be considered and the policies be either amended or adopted or rejected.

There have been no significant changes to the Investment Policy, Debt Recovery Policy or Hardship Policy during this review.

The Audit Risk and Improvement Committee reviewed and endorsed these three policies for public exhibition at the meeting held on the 6 October 2016.

Report:

The Finance Department have reviewed three key policies that have the ability to influence financial control using the approach that improvements to the financial management of the organisation while ensuring compliance with various legislations be paramount.

In 2006 the Director General of the then Department of Local Government issued Circular to Councils 06-70 reminding councils and council officers of the need for councils to have an investment policy and the reporting requirements associated with investing council funds. In 2010, Investment Policy Guidelines were issued under section 23A of the *Local Government Act 1993* (the Act).

An investment policy is a governing document that guides the investment process. It should communicate the council's:

- investment philosophy
- overall risk philosophy
- investment objectives and expectations

- identify the roles for those involved in the investment process, and
- detail the requirements for compliance with the policy's goals and procedures.

Rates and annual charges constitute Council's largest single revenue source. The level of outstanding rates and charges is a significant financial performance indicator and adoption of best practice policies to assist in reducing the level of outstanding rates and charges can have a major impact on the cash flow of the organisation. At the same time, Council needs to be mindful of the impact of levying rates and charges on the community. The debt recovery and hardship policies are used to provide guidance in the process of reducing the level of outstanding rates and charges while being empathetic to the ratepayer's individual circumstances.

As per the *Local Government Act 1993*, these three policies are required to be placed on public exhibition for no less than 28 days. Following this period, all submissions will be considered and a further report will be brought back to Council recommending amendment, adoption or rejection of the policies.

The Audit Risk and Improvement Committee reviewed and endorsed these three policies for Council resolution at the meeting held on the 6 October 2016.

Strategic Direction:

Key Direction 5: Our Leadership

Relevant Legislation:

There are a number of legislative requirements that govern how a council may invest surplus funds. These include the *Local Government Act 1993*, the *Local Government (General) Regulation 2005*, and the Ministerial Investment Order.

There are a number of legislative requirements that govern how a council may levy and recover rates and charges. These include the *Local Government Act 1993*, the *Local Government (General) Regulation 2005*, the *Trade Practices Act 1974*, the *Australian Securities and Investments Commission Act 2001*, the ACCC and ASIC Debt Collection Guideline for collectors and creditors and the *Privacy and Personal Information Protection Act 1998*.

The *Local Government Act 1993*, governs the development and adoption of public policies.

Financial Implications:

Council's review of these policies demonstrates strong commitment to improved financial performance and sustainability.

Attachments

1. Draft Investment Policy 7 Pages
2. Draft Hardship Policy 4 Pages
3. Draft Debt Recovery Policy 4 Pages

JAY NANKIVELL
FINANCE MANAGER

JAMES RONCON
GENERAL MANAGER

DRAFT INVESTMENT POLICY

QUALITY CONTROL			
TRIM REFERENCES	12/14 – D16/44050		
RESPONSIBLE POSITION	Manager Finance		
APPROVED BY			
REVIEW DATE	1 st July 2018	REVISION NUMBER	1
EFFECTIVE DATE	ACTION	MINUTE NUMBER	

1. INTRODUCTION

To provide a framework for the investment of Council funds that seeks to maximise earnings whilst having due consideration of the risk and security for that investment; and to ensure that Council's liquidity requirements are being met.

Preservation of capital is the principal purpose of the investment portfolio. Investments are to be placed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.

2. POLICY OBJECTIVE

Investments should be allocated to ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring the risk of significant costs due to the unanticipated sale of an investment.

While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity and the return on investment.

Council's sensitivity to the risk of losing principal and of fluctuating interest returns is high. Council expects reasonable rates of return that are similar to the Reserve Bank's cash rate.

3. POLICY SCOPE

This policy applies to all Council Officers who have authority delegated to them to invest surplus funds on Council's behalf and is in accordance with legislation and guidelines.

4. POLICY STATEMENT

4.1. DELEGATION OF AUTHORITY

The General Manager is given delegated authority under Section 377 *Local Government Act 1993*, to invest temporary surplus funds in accordance with Council policy.

The General Manager may in turn delegate the day-to-day management of Council's Investment to the Responsible Accounting Officer, subject to regular reviews.

The General Manager must approve delegations in writing and record them in the Register of Delegations. Delegated officers are required to acknowledge that they have received a copy of this policy and understand their obligations in this role.

4.2. PRUDENT PERSON STANDARD

The delegated officers will ensure that Council investments are managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

4.3. ETHICS AND CONFLICTS OF INTEREST

Officers shall refrain from personal activities that would conflict with proper execution and management of Council's investment portfolio. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

4.4. APPROVED INSTRUMENTS

Broken Hill City Council approves the following investments included in the Ministerial Investment Order:

- any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;
- any debentures or securities issued by a council (within the meaning of the *Local Government Act 1993 (NSW)*)
- interest bearing deposits with an authorised deposit taking institution (ADI)
- a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation.

4.5. PROHIBITED INVESTMENTS

In accordance with the Ministerial Investment Order, this Investment Policy prohibits any investment carried out for speculative purposes including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow;
- Standalone securities issued that have underlying futures, options, forward contracts or swaps of any kind.
- The use of leveraging (borrowing to invest) for an investment.

4.6. RISK MANAGEMENT GUIDELINES

All investments entail some risk. Generally, the higher the anticipated rate of return of an investment, the higher the risk and variability of investment returns. Investing should produce a diversified portfolio that reflects reasonable market rates of return.

This Investment Policy states a conservative, risk adverse investment profile and recognises that Council has a low tolerance to investment risks which would result in loss of investment capital.

The nature of a conservative approach to investments recognises that the expectation of returns on investments would also need to be conservative. A risk adverse investment policy acts to

preserve capital, but also affects the contribution of earnings from investments and the growth in value of the investment portfolio. This approach accepts that Council's return on investment could be lower than average market expectations, particularly where average market expectations are based on rates of returns of risk diversified portfolios.

One of the central roles of this Investment Policy is to provide guidance on risk minimisation.

The following discussion provides a background, but not an exhaustive list, of risk exposures to be considered when managing Council's investment portfolio:

- **Market Risk** - One of the most prominent exposures recognised by local governments is the exposure to market risk. The risk exposure results from a change in market prices, which includes changes in interest rates, currency and other prices. As hedging market risk is not available to councils, this risk is mitigated by fixed rate instruments.
- **Liquidity Risk** - Liquidity risk usually arises if there is a lack of market depth, or the number of potential willing buyers and sellers that can influence the price of the investment. The mitigation of this risk is to only deal with standard investments in a well traded market.
- **Maturity Risk** - Maturity risk identifies the impact of maturity on the valuation of the investment. The longer the term to maturity of an investment, the greater the length of exposure to market risks for the investment. This risk is mitigated by consideration of the term to maturity on the risk exposure to an investment.
- **Leveraging Risk** - Leverage, or borrowings, increases the potential returns of an investment, but also increases the potential loss. Leverage risk usually arises through investment in structured products or derivatives, which can potentially be used to create leveraged positions where the exposures obtained are greater than the value of the assets required to support them. Councils are prohibited from investing in structured products or derivatives, other than those grandfathered by Order of the Minister.
- **Credit Risk** - Credit risk is the risk of loss to an investor due to the failure of the institution / entity to pay the interest and / or repay the principal of an investment. This risk is mitigated by Council complying with the Order of the Minister on investments, Circulars, regulatory and statutory requirements.
- **Interest Rate Risk** - Interest rate risk is a sub-set of Market risk and is the risk that the fair value or future cash flows of an investment will fluctuate because of changes in market interest rates. This risk is mitigated by investing in fixed rate instruments.

4.7. CREDIT & MATURITY GUIDELINES

Investments are to comply with three key criteria relating to:

- 4.7.1. Overall Portfolio Credit Framework: limit overall credit exposure of the portfolio;
- 4.7.2. Institutional Credit Framework: limit exposure to individual institutions based on their credit ratings; and
- 4.7.3. Term to Maturity Framework: limits based upon maturity of securities.

4.7.1 Overall Portfolio Credit Framework

To control the credit quality on the entire portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

S&P Long Term Credit Ratings*	S&P Short Term Credit Ratings*	Maximum
AAA Category	A.1+	100%
AA Category	A-1	100%
A Category	A-2	60%
BBB Category	A-3	30%
Unrated Authorised deposit taking institution.	Unrated	20%
Unrated NSW Treasury Corp Hour Glass Facility	Unrated	30%

*or Moody's / Fitch equivalents

4.7.2 Institutional Credit Framework

Exposure to an individual institution will be restricted by their credit rating so that single entity exposure is limited, as detailed in the table below:

S&P Long Term Credit Ratings*	S&P Short Term Credit Ratings*	Maximum
AAA Category	A.1+	45%
AA Category	A-1	40%
A Category	A-2	25%
BBB Category	A-3	10%
Unrated Authorised deposit taking institution.	Unrated	10%
Unrated NSW Treasury Corp Hour Glass Facility	Unrated	30%

*or Moody's / Fitch equivalents

4.7.3 Term to Maturity Framework

The investment portfolio is to be invested within the following maturity constraints:

Overall Portfolio Term to Maturity Limits		
Portfolio % ≤ 1 Year	40% Min	100% Max
Portfolio % > 1 Year ≤ 3 Years	0% Min	60% Max
Portfolio % > 3 Years	0% Min	30% Max

4.8. BENCHMARKING

As Council traditionally invests in short term deposits, the performance benchmark to be used is the UBS 90 day Bank Bill Index.

4.9. INVESTMENT ADVISOR

Should the Council deem it necessary to consult an investment advisor, the investment advisor must be approved by Council and licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to the investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy.

4.10. REPORTING AND REVIEWING OF INVESTMENTS

Documentary evidence must be held for each investment and details thereof maintained in the Investment register.

Details to be included in the Investment Register:

- The amount of money invested;
- Particulars of the security or form of investment in which the money is invested;
- The term of the investment; and
- The rate of interest to be paid, and the amount of money that Council has earned, in respect of the investment.

The documentary evidence must provide Council legal title to the investment.

Certificates must be obtained from the financial institutions confirming the amounts of investments held on the Council's behalf as at 30 June each year and reconciled to the Investment Register.

All investments are to be appropriately recorded in Council's financial records and reconciled at least monthly.

Council will be provided with a written report each month setting out details of the entire investment portfolio. The report will confirm compliance of Council's investments with legislative and policy requirements.

5. IMPLEMENTATION

5.1. Roles and Responsibilities

The following Council officers are responsible for the implementation and the adherence to this policy:

- General Manager
- Chief Operating Officer
- Manager Finance
- Management/ Financial Accountant
- Assistant Management Accountant

5.2. Communication

This Policy will be communicated to the community and staff in accordance with Council's Policy, Procedure and Process Framework and Council's Business Paper process. Following adoption by Council the Policy will be made available on Council's website.

5.3. Associated Documents

The following documentation is to be read in conjunction with this policy.

- Code of Conduct Policy
- Records Management Policy
- Conflicts of Interest Policy

6. REVIEW

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The standard review period will be every two (2) years from the effective date, however may occur sooner if there is a change in legislation, Accounting Standards or other relevant guidelines. The responsible Council officer will be notified of the review requirements three (3) months prior to the expiry of this policy.

The Chief Financial Officer is responsible for the review of this policy.

7. LEGISLATIVE AND LEGAL FRAMEWORK

This policy is to be read in conjunction with the following:

- *Local Government Act 1993, section 625*
- *Local Government (General) Regulation 2005, Clause 16*
- *Ministerial Investment Order 2011*
- *Trustee Act 1925, section 14*
- *Local Government Code of Accounting Practice and Financial Reporting*
- *Australian Accounting Standards*
- *NSW Division of Local Government Investment Policy Guidelines 2010*
- *NSW Division of Local Government Circulars*

Council employees shall refrain from personal activities that would conflict with proper execution and management of Council's Investment Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

DRAFT HARDSHIP POLICY

QUALITY CONTROL			
TRIM REFERENCES	12/14 – D16/44048		
RESPONSIBLE POSITION	Manager Finance		
APPROVED BY			
REVIEW DATE	1st July 2018	REVISION NUMBER	1
EFFECTIVE DATE	ACTION	MINUTE NUMBER	

1. INTRODUCTION

Broken Hill City Council acknowledges that from time to time some residents/ratepayers may suffer from financial hardship.

The purpose of this policy is to provide empathy and assistance to those ratepayers who are experiencing genuine financial hardship.

2. POLICY OBJECTIVE

The definition of Hardship to be used by Council is as follows: - "A situation where a ratepayer is unable, reasonably, because of illness, unemployment or other reasonable cause, to discharge their financial obligations to Council and the Customer reasonably expects to be able to discharge those obligations of payment and/or Service arrangements were changed. Financial hardship can be of limited or long term duration."

The *Local Government Act 1993* allows Council to provide assistance to ratepayers experiencing hardship. Hardship can result from a number of factors including:

- Loss of employment by the consumer or family member
- Family breakdown.
- Illness including physical incapacity, hospitalisation, or mental illness of the consumer or family member.
- A death in the family.
- Natural Disaster.

3. POLICY SCOPE

Authority for implementation of the Hardship Policy is delegated by Council to the General Manager in accordance with the *Local Government Act 1993*.

The General Manager may delegate the hardship function to an authorised council employee. Delegated officers are required to acknowledge that they have received a copy of this policy which is in accordance to relevant regulations and legislations.

4. POLICY STATEMENT

4.1. ETHICS AND CONFLICTS OF INTEREST

Officers shall refrain from personal activities that would conflict with proper execution and management of Council's Debt Recovery Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

4.2. PRIVACY OBLIGATIONS

Personal information means information or opinion, whether it is true or not, about an individual that can reasonably allow the individual to be identified.

A debtor's personal information will be treated with respect and Council will comply with the Privacy and Personal Information Protection Act 1998 when collecting and disclosing information throughout the debt recovery process.

4.3. PAYMENT ARRANGEMENTS

Council may accept payment of rates and charges in accordance with an agreement and can resolve to write off or reduce interest accrued on rates & charges if the person complies with the agreement.

The basic principle of any agreed financial arrangement is that the repayment should be sufficient to cover expected future use of the service (as adjusted to ensure the customer's financial position does not worsen over a reasonable period of time) as well as providing continued reduction of debt at a reasonable level (i.e. the customer should not be going into further debt under the arrangement).

The maximum assistance to be granted to the ratepayer is to be a repayments scheme over a two year period with no interest charge applied. In case if the hardship still persists, then ratepayer will have to reapply and put in a fresh application.

4.4. WRITE OFF OF ACCRUED INTEREST

Council may resolve to write off accrued interest on rates and charges payable by a person if, in Council's opinion, the reasons that the person was unable to pay the rates and charges when they became due and payable were beyond the person's control, or; that the person is unable to pay the accrued interest for reasons beyond that person's control, or; that the payment of the accrued interest would cause the person hardship.

The waiver will be considered once the ratepayer agrees to enter in an arrangement to pay off the debt in periodical payments by direct debit. The interest amount will be written off at the end of the financial year if the payment arrangement is adhered to. In case of broken payments, interest will not be written off.

4.5. CONSIDERATION FOLLOWING REVALUATION

Ratepayers who incur an increase in the first year following a general Revaluation of land values are able to apply to Council for rate relief if the increase in the amount of rates payable will cause them substantial financial hardship.

The criteria used to determine eligibility:

- Property must be categorised residential for rating purposes.

- Rates payable (net of pensioner concession) must be more than 6% of the gross annual household income; and
- Applicant must be an owner and an occupier of the property to which the rates relate and the dwelling must be the applicant's sole or principal place of living; and
- Ordinary rate increase must be more in percentage terms than the amount determined by Council at each revaluation. The ordinary rate increase is calculated as the ordinary rates payable for the new rating year (being the first year in which new valuations are used) minus the ordinary rates payable in the previous rating year increased by the allowed rate pegging increase for the year. (Eg. Rates 2014/2015 \$600 minus rates 2013/2014 \$400 plus 2.3% rate pegging increase (\$409) = \$191)
- Maximum assistance will be capped at \$200.00.

Assistance is calculated as follows:

- One half of the ordinary rate increase up to a maximum of \$200 (e.g. \$191 increase x 0.5 = \$95.50. \$500 increase x 0.5 = \$200 max).
- No assistance is to be given for domestic waste management charges, levies or special rates.

4.6. APPLICATION PROCESS

Ratepayers who wish to access the financial hardship provisions of this policy must provide sufficient information to Council in order for an assessment to be made. Applicants should submit their request in writing and are requested to complete the Hardship Application form detailing personal financial information.

Please note that submitting the hardship application does not mean that it will be approved. Hardship assistance is subject to approval and it can also be declined in case if the information provided is not sufficient.

The applicant must be the owners/spouse or part owner of the property and be liable for the payment of rates and charges on this property.

The property for which the hardship application applies must be the principal place of residency of the applicant/s as the hardship relief will be provided on residential property only.

Applications under Section 601 of the *Local Government Act 1993* must be submitted within 6 months of the posting date of the rates notice in the first year of the general revaluation for rating purposes.

5. IMPLEMENTATION

5.1. Roles and Responsibilities

The following Council officers are responsible for the implementation and the adherence to this policy:

- General Manager
- Chief Operating Officer
- Manager Finance
- Management/ Financial Accountant

- Assistant Management Accountant
- Rates Officer

5.2. Communication

This Policy will be communicated to the community and staff in accordance with Council's Policy, Procedure and Process Framework and Council's Business Paper process. Following adoption by Council the Policy will be made available on Council's website.

5.3. Associated Documents

The following documentation is to be read in conjunction with this policy.

- Debt recovery Policy

6. REVIEW

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The standard review period will be every two (2) years from the effective date. The responsible Council officer will be notified of the review requirements three (3) months prior to the expiry of this policy.

The Chief Financial Officer is responsible for the review of this policy.

7. LEGISLATIVE AND LEGAL FRAMEWORK

This policy is to be read in conjunction with the following:

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Local Government Code of Accounting Practice and Financial reporting*
- *Australian Accounting Standards*
- *Department of Local Government Circulars*
- *Trade Practices Act 1974*
- *Australian Securities and Investments Commission Act 2001*
- *ACCC and ASIC Debt Collection Guideline for collectors and creditors*
- *Privacy and Personal Information Protection Act 1998*
- *Australian Communications Industry Forum – Guide for a Hardship Policy*

Council employees shall refrain from personal activities that would conflict with proper execution and management of Council's Hardship Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

DRAFT DEBT RECOVERY POLICY

QUALITY CONTROL			
TRIM REFERENCES	12/14 – D16/44049		
RESPONSIBLE POSITION	Manager Finance		
APPROVED BY			
REVIEW DATE	1st July 2018	REVISION NUMBER	1
EFFECTIVE DATE	ACTION	MINUTE NUMBER	

1. INTRODUCTION

The purpose of this policy is to ensure effective control over debts owed to Council by maximising the collection of outstanding rates and sundry income. Fulfilling the statutory requirements of the *Local Government Act 1993* and associated Local Government Regulations with respect to the recovery of rates, charges and other debts. Also to ensure consistency, fairness, integrity and confidentiality of all proceedings for both Council and the debtor.

2. POLICY OBJECTIVE

In managing Council's most significant cash inflow, it is essential that an effective and equitable debt management policy exists to recover all rates and charges revenue.

This policy outlines the principles and guidelines for managing the recovery of outstanding rates and charges, incorporating the following major elements:

- Aim to collect all rates and charges by the end of each rating year.
- Apply a fair and reasonable approach to recovering overdue rates and charges.
- Achieve and maintain an outstanding rates and charges ratio at or below the industry standard.
- Apply the provisions of the Act relating to the sale of land as and when required.

3. POLICY SCOPE

Authority for implementation of the Debt Recovery Policy is delegated by Council to the General Manager in accordance with the *Local Government Act 1993*.

The General Manager may delegate the debt recovery function to an authorised council officer. Other finance staff will assist in the day to day administration of the debt recovery process which is in accordance with relevant legislation and guidelines.

4. POLICY STATEMENT

4.1. ETHICS AND CONFLICTS OF INTEREST

Officers shall refrain from personal activities that would conflict with proper execution and management of Council's Debt Recovery Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

4.2. PRIVACY OBLIGATIONS

Personal information means information or opinion, whether it is true or not, about an individual that can reasonably allow the individual to be identified.

A debtor's personal information will be treated with respect and Council will comply with *the Privacy and Personal Information Protection Act 1998* when collecting and disclosing information throughout the debt recovery process.

4.3. RECOVERY OF DEBTS

4.3.1. RATES AND CHARGES

Recovery action will commence when rates and/or charges are not paid by the due date for each quarterly instalment unless arrangements have been entered into (in writing) to make periodical payments under Section 564 of the *Local Government Act*.

4.3.2. SUNDRY DEBTORS

Recovery action will commence when invoices issued are not paid by the due date unless arrangements have been entered into (in writing) to make periodical payments.

4.4. AGREEMENTS FOR PERIODICAL PAYMENT

Council acknowledges that in certain cases, some ratepayers may genuinely be experiencing a period of financial hardship and as a result may have difficulty in meeting the cost of each rates and charges instalment when they fall due. In such cases, Council encourages ratepayers to enter into an agreement for periodical payment of rates and charges applicable to their property in accordance with Council's Hardship Policy.

Similarly, Council is considerate to accepting a mutually agreeable arrangement for the payment of overdue rates and charges. The agreement may be entered into at any time during the recovery process, except when Council has resolved to sell a property under the Sale of Land provisions outlined in the *Local Government Act*.

It is the ratepayer's responsibility to ensure that payments made under approved payment arrangements are made on time. A reminder will not be issued for an unpaid instalment, and debt recovery action will continue.

The following guidelines should be used when considering an appropriate agreement:

- The agreement should be accepted on the basis that the outstanding amounts be finalised as soon as possible;
- Agreements can be made on a weekly, fortnightly or monthly basis;
- Any agreement made should be made such that all amounts are paid in full by 30th June of that financial year;
- An agreement made should not extend beyond two years;

- Council acknowledges that some ratepayers may be experiencing hardship and as such, extenuating circumstances can be taken into consideration if any of the above three conditions cannot be met. In this instance, debtors may be required to complete an application under hardship provisions detailing personal financial information.
- Should the debtor not meet the conditions of the agreement without prior contact with Council, the agreement will be cancelled and debt recovery action will commence.

4.5. INTEREST

Interest accrues on a daily basis, in accordance with Section 566 of the *Local Government Act 1993*, on rates and charges that remain unpaid after they become due and payable. The rate to be charged is the maximum allowed as announced by the Division of Local Government and advertised in Council's Operational Plan.

Ratepayers who are unable to pay accrued interest on rates and charges for reasons beyond their control or because payment of the accrued interest would cause them hardship, may apply to have the accrued interest written off under Section 567 of the *Local Government Act 1993*.

4.6. WRITING OFF ACCRUED INTEREST

Applications for writing off accrued interest under the hardship provisions of the *Local Government Act 1993* shall be determined on the merits of each individual case, on the basis of whether or not the hardship criteria have been satisfied by the applicant and a proper opinion can be formed. The above is not applicable to the writing off of interest amounts raised in error.

4.7. WRITING OFF RATES

Rates or charges (including accrued interest) or other debts will be written off only by resolution of Council or under delegated authority. Any interest which has to be written off due to hardship will be written off by the end of the financial year after confirming if the ratepayer has adhered to the agreed arrangement. Where an arrangement is broken due to missed payments or dishonoured payments, the interest will not be written off.

4.8. PENSIONERS

Due consideration is to be given to pensioners, taking into account income and other circumstances. Legal action against pensioners will be a last resort, again depending on the circumstances.

5. IMPLEMENTATION

5.1. Roles and Responsibilities

The following Council officers are responsible for the implementation and the adherence to this policy:

- General Manager
- Chief Operating Officer
- Manager Finance
- Management/ Financial Accountant
- Assistant Management Accountant
- Rates Officer

5.2. Communication

This Policy will be communicated to the community and staff in accordance with Council's Policy, Procedure and Process Framework and Council's Business Paper process. Following adoption by Council the Policy will be made available on Council's website.

5.3. Associated Documents

The following documentation is to be read in conjunction with this policy.

- Hardship Policy

6. REVIEW

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The standard review period will be every two (2) years from the effective date. The responsible Council officer will be notified of the review requirements three (3) months prior to the expiry of this policy.

The Chief Financial Officer is responsible for the review of this policy.

7. LEGISLATIVE AND LEGAL FRAMEWORK

This policy is to be read in conjunction with the following:

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Local Government Code of Accounting Practice and Financial reporting*
- *Australian Accounting Standards*
- *Division of Local Government Circulars*
- *Trade Practices Act 1974*
- *Australian Securities and Investments Commission Act 2001*
- *ACCC and ASIC Debt Collection Guideline for collectors and creditors*
- *Privacy and Personal Information Protection Act 1998*

Council employees shall refrain from personal activities that would conflict with proper execution and management of Council's Debt Recovery Policy. Council's Code of Conduct provides guidance for recognising and disclosing any conflicts of interest.

ORDINARY MEETING OF THE COUNCIL

November 10, 2016

ITEM 7

BROKEN HILL CITY COUNCIL REPORT NO. 235/16

SUBJECT: QUARTERLY BUDGET REVIEW STATEMENT FOR PERIOD
ENDING SEPTEMBER 2016 12/160

Recommendation

1. That Broken Hill City Council Report No. 235/16 dated November 10, 2016, be received.
2. That the 1st Quarterly Budget Review Statement and recommendations contained within be adopted and income and expenditure adjustments be voted.

Executive Summary:

The Quarterly Budget Review Statement (QBRS) presents a summary of Council's financial position at the end of the first quarter for the financial year ended 30, June 2017.

The quarterly budget review process is the mechanism through which Council and the community are informed of Council's progress against the Operational Plan (annual budget), together with recommendations for changes and reasons for budget variations.

Improvements made to-date to the expected end of financial year result are significant and reflect the substantial effort currently underway to implement and develop further strategies to address Council's underlying budgetary weaknesses.

The total adjustment for the September Quarterly Budget Review shows a decrease in the deficit projected in the 2016/2017 Operational Plan by \$123k (before capital items) to an overall projected budget deficit of \$2,626k.

Budgeted capital expenditure is expected to increase by \$332K. This will increase expected capital expenditure from \$16,092 as stated in the 2016/2017 Operational Plan to \$16,424 for the 2016/2017 financial year.

Report:

Budget Review:

In accordance with s203 of the *Local Government (General) Regulations 2005*:

- (1) Not later than 2 months after the end of each quarter, the responsible accounting officer of a Council must prepare and submit to the Council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the Council's Revenue Policy included in the Operational Plan for the relevant year, a revised estimate of the income and expenditure for that year.
- (2) A budget review statement must include or be accompanied by:

- (a) A report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the Council is satisfactory, having regard to the original estimate of income and expenditure; and
- (b) If that position is unsatisfactory, recommendation for remedial action.

In accordance with s211 (*Authorisation of expenditure*) of the *Local Government (General) Regulations 2005*:

- (1) A council, or a person purporting to act on behalf of a council, must not incur a liability for the expenditure of money unless the council at the annual meeting held in accordance with subclause (2) or at a later ordinary meeting:
 - (a) has approved the expenditure, and
 - (b) has voted the money necessary to meet the expenditure.

The QBRS appears as Attachment 1, and has been produced in accordance with the guidelines and standards issued by the Office of Local Government.

Operational Budget Result:

The total adjustment for the September Quarterly Budget Review shows a decrease in the deficit projected in the 2016/2017 Operational Plan by \$123k (before capital items) to an overall projected budget deficit of \$2,626k. This variance is attributable to the following items:

- Additional User Fees & Charges which is made up of rental income of \$130K, which is attributable to 9 months' rent of the HACC Centre building as well as additional royalties of \$30K received from the quarry.
- \$183K of Lehman Brother CDO's were recovered in the first quarter.
- A reduction of \$62K in interest expense, due to a Plant & Fleet Loan not being drawn down due to an improved financial position.
- An increase of \$110K in operating expenditure due to the use of the Civic Centre during the renovation for the use of alternate amenities and additional staffing requirements that were not included in the original budget.
- Other general expenses of \$48K relating to software licences and hardware, Councillor training and other general administrative expenditure.

Capital Budget Result:

Budgeted capital expenditure is expected to increase by \$332K. This will increase expected capital expenditure from \$16,092 as stated in the 2016/2017 Operational Plan to \$16,424 for the 2016/2017 financial year.

This result reflects the following movements:

- An original amount of \$200K received from the Roads to Recovery Grant for the reconstruction of Blende Street - Kaolin to Bromide covered only the cost of reconstructing the carriageway. An additional \$200K is requested for the road shoulder reconstruction to give the road uniformity and a consistent road quality. This is scheduled to take place along with the Blende Street - Oxide to Chloride Reconstruction in February 2017.
- An increase of \$80K for license plate recognition technology, which will allow overall effectiveness and efficiency in parking compliance procedures, and a reduction in

time required by Councils rangers to carry out parking compliance control, directing additional time to other duties.

- An increase of \$15K for the installation of a solar powered keypad gate for the front entrance to the primitive camp ground at the Living Desert.
- In increase of \$17K for replacement of the Toddler Pool heating pump at the Broken Hill Regional Aquatic Centre.
- An increase of \$60K for a Kerb &Guttering Machine. This is expected to reduce contractor's expense by \$40K for each road reconstruction project Council undertakes. Council will see the financial benefits of this plant purchase in the upcoming Blende Street – Oxide to Chloride reconstruction.
- Savings of \$40K have been identified in the Blende Street Reconstruction – Oxide to Chloride due the use of the proposed Kerb & Guttering Machine.

Strategic Direction:

Key Direction: 4 – Our Leadership
 Objective: 4.1 – Openness and Transparency in Decision Making
 DP Action: 4.1.1.13 – Maintain good governance and best practice methods and ensure compliance with various guidelines and legislation

Relevant Legislation:

Clause 203(1) of the Local Government (General) Regulations 2005.
Clause 211 of the Local Government (General) Regulations 2005.

Financial Implications:

An improvement in Councils projected year end deficit for 2016/2017 by \$123K. Council's projected year end result is now a deficit of \$2,626.

Full details of the financial implications of this quarter's QBRS are contained within the attached report.

Attachments

1. Quarterly Budget Review Statement for the period 01/07/16 to 30/09/16 13 Pages

JAY NANKIVELL
FINANCE MANAGER

JAMES RONCON
GENERAL MANAGER

Broken Hill City Council

Quarterly Budget Review Statement
for the period 01/07/16 to 30/09/16

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This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRS report

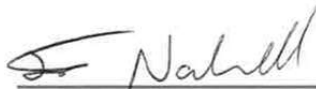
Broken Hill City Council

Quarterly Budget Review Statement
for the period 01/07/16 to 30/09/16

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

It is my opinion that the Quarterly Budget Review Statement for Broken Hill City Council for the quarter ended 30/09/16 indicates that Council's projected financial position at 30/6/17 will be Satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: 

Date: 18/11/2016

Jay Nankivell
Responsible Accounting Officer

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRS report

Broken Hill City Council

Quarterly Budget Review Statement

for the period 01/07/16 to 30/09/16

Income & Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2016

Income & Expenses - Council Consolidated

	Original	Revised	Variations		Projected	Actual
	Budget	Budget	for this	Notes	Year End	YTD
(\$000's)	2016/17	2016/17	Sep Qtr		Result	figures
Income						
Rates and Annual Charges	16,699	16,699	(29)	1	16,670	16,664
User Charges and Fees	3,472	3,472	195	2	3,667	1,053
Interest and Investment Revenues	446	446	183	3	629	271
Other Revenues	488	488	-		488	65
Grants & Contributions - Operating	9,667	9,667	-		9,667	1,998
Grants & Contributions - Capital	3,571	3,571	-		3,571	716
Net gain from disposal of assets	-	-	-		-	-
Total Income from Continuing Operations	34,343	34,343	349		34,692	20,767
Expenses						
Employee Costs	15,158	15,158	40	4	15,198	3,201
Borrowing Costs	394	394	(62)	5	332	57
Materials & Contracts	6,529	6,529	207	6	6,736	2,965
Depreciation	6,987	6,987	-		6,987	1,772
Other Expenses	4,453	4,453	41	7	4,494	1,582
Net Loss from disposal of assets	-	-	-		-	-
Total Expenses from Continuing Operations	33,521	33,521	226		33,747	9,577
Net Operating Result - Continuing Operations	822	822	123		945	11,190
Discontinued Operations - Surplus/(Deficit)	-	-	-		-	-
Net Operating Result from All Operations	822	822	123		945	11,190
Net Operating Result before Capital Items	(2,749)	(2,749)	123		(2,626)	10,474

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRS report

Broken Hill City Council

Quarterly Budget Review Statement

for the period 01/07/16 to 30/09/16

Income & Expenses Budget Review Statement

Budget review for the quarter ended 30 September 2016

Income & Expenses - Council Consolidated

	Original	Revised	Variations	Projected	Actual
(\$000's)	Budget 2016/17	Budget 2016/17	for this Sep Qtr	Year End Result	YTD figures
Income					
Our Leadership	21,343	21,343	154	21,497	15,462
Our Community	7,280	7,280	131	7,411	1,153
Our Economy	1,615	1,615	64	1,679	1,099
Our Environment	4,104	4,104	-	4,104	3,053
Total Income from Continuing Operations	34,343	34,343	349	34,692	20,767
Expenses					
Our Leadership	9,977	9,977	(178)	9,799	2,256
Our Community	14,724	14,724	89	14,813	2,325
Our Economy	4,156	4,156	280	4,436	757
Our Environment	4,664	4,664	35	4,699	2,466
Total Expenses from Continuing Operations	33,521	33,521	226	33,747	7,804
Net Operating Result - Continuing Operations	822	822	123	945	12,963
Discontinued Operations - Surplus/(Deficit)	-	-		-	-
Net Operating Result from All Operations	822	822	123	945	12,963
Net Operating Result before Capital Items	(2,749)	(2,749)	123	(2,626)	10,474

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRS report

Broken Hill City Council

Quarterly Budget Review Statement
for the period 01/07/16 to 30/09/16

Income & Expenses Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1	Reduction in pensioner subsidy for the 2016/2017 year.
2	1. Additional rent income of \$130K which is attributable to 9 months of rent from the HACC Centre. 2. Additional quarry royalties of \$30K 3. Additional sale income through the "Guide to the Silver City" brochure of \$35K
3	\$183K of Lehman Brothers CDO's recovered.
4	Increased expenditure budget for training and induction of new Council members.
5	Decrease in borrowing costs as a plant replacement loan was not required to be drawn down, due to an improved financial position.
6	Overall net increase in Material & Contracts is due to: Additional expenditure relating to events being held at the Civic Centre during construction, purchase of the "Guide to the Silver City" brochure, additional software licences and the purchase of Ipads for the new Council.
7	Overall net increase in Other Expenses is due to: 1. Increase of \$14k to Art Gallery Grants/Donations Paid to cover grant not paid in the prior year. 2. Increase in postage and telephone budget \$27k.

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRs report.

Broken Hill City Council

Capital Budget Review Statement

Budget review for the quarter ended 30 September 2016

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2016/17	Approved Carry Forwards	Revised Budget 2016/17	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
Capital Expenditure							
New Assets							
- Plant & Equipment	1,688	887	2,575	172	1	2,747	448
- Land & Buildings	6,247	360	6,607	-		6,607	2,389
- Roads, Bridges, Footpaths	1,917	71	1,988	-		1,988	97
- Other	-	-	-	-		-	-
Renewal Assets (Replacement)							
- Plant & Equipment	-	-	-	-		-	-
- Land & Buildings	-	4,372	4,372	-		4,372	-
- Roads, Bridges, Footpaths	550	-	550	160	2	710	24
- Other	-	-	-	-		-	-
Total Capital Expenditure	10,402	5,690	16,092	332		16,424	2,958
Capital Funding							
Rates & Other Untied Funding	-	-	-	-		-	-
Capital Grants & Contributions	4,676	-	4,676	-		4,676	727
Reserves:							
- External Restrictions/Reserves	2,872	-	2,872	-		2,872	-
- Internal Restrictions/Reserves	200	-	200	-		200	-
New Loans	-	-	-	-		-	-
Receipts from Sale of Assets							
- Plant & Equipment	163	-	163	-		163	-
Total Capital Funding	7,911	-	7,911	-		7,911	727
Net Capital Funding - Surplus/(Deficit)	(2,491)	(5,690)	(8,181)	(332)		(8,513)	(2,231)

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRS report

Broken Hill City Council

Quarterly Budget Review Statement

for the period 01/07/16 to 30/09/16

Capital Budget Review Statement

Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes Details

- 1 Additional expenditure on plant and equipment:
 1. \$80K for licence plate recognition technology which will enable rangers to carry out parking patrols within the city and school zones using a camera linked to licence plate identification software. This technology will reduce the time required for rangers to carry out parking compliance patrols allowing more time for other duties e.g. animal control, complaints etc and improve the overall effectiveness and efficiency of parking compliance procedures.
 2. \$15K for installation of solar powered keypad gate at the front entrance to the primitive camp ground at the Living Desert. The key pad gate will allow camping visitors to enter and exit the site after hours.
 3. \$17K for replacement of Toddler Pool heating pump.
 4. \$60K for a Kerb & Guttering Machine. This is expected to reduce contractors expense by \$40K for each road reconstruction project Council undertakes. Council will see the financial benefits of this plant purchase in the upcoming Blende Street reconstruction.
- 2 The original amount of \$200K received from the Roads to Recovery Grant for reconstruction of Blende Street- Kaolin to Bromide covered the cost of reconstructing the carriageway only . The additional \$200K requested is for road shoulder reconstruction to give the road uniformity and a consistent road quality. This is scheduled to take place along with the Blende Street - Oxide to Chloride reconstruction in February 2017. This has been partially offset by the savings in the Blende Street - Oxide to Chloride reconstruction that will be realised due to the purchase of the new Kerb & Guttering machine.

Broken Hill City Council

Quarterly Budget Review Statement
for the period 01/07/16 to 30/09/16

Cash & Investments Budget Review Statement

Budget review for the quarter ended 30 September 2016

Cash & Investments - Council Consolidated

(\$000's)	Original Budget 2016/17	Revised Budget 2016/17	Variations for this Sep Qtr	Notes	Projected Year End Result	Actual YTD figures
Externally Restricted ⁽¹⁾						
Accommodation Bonds - Aged Hostel	45	45			45	45
Developer Contributions - General	475	475			475	475
Domestic Waste Management	3,098	3,098			3,098	3,098
Royalties	389	389	35		424	389
Specific Purpose Unexpended Grants	4,030	4,030	(2,872)		1,158	4,030
Total Externally Restricted	8,037	8,037	(2,837)		5,200	8,037
(1) Funds that must be spent for a specific purpose						
Internally Restricted ⁽²⁾						
Infrastructure Replacement	2,000	2,000	1,720		3,720	2,000
Employee Leave Entitlements	922	922	-		922	922
Regional Aquatic Centre Reserve	89	89	-		89	89
Innovation Reserve	700	700	300		1,000	700
Security Bonds, Deposits & Retentions	39	39	-		39	39
Plant Purchase Reserve	893	893	107		1,000	893
Other Asset Replacement	402	402	-		402	402
Total Internally Restricted	5,045	5,045	2,127		7,172	5,045
(2) Funds that Council has earmarked for a specific purpose						
Unrestricted (ie. available after the above Restrictions)	5,261	5,261	1,541		6,802	7,209
Total Cash & Investments	18,343	18,343	831		19,174	20,291

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRS report

Broken Hill City Council

Quarterly Budget Review Statement
for the period 01/07/16 to 30/09/16

Cash & Investments Budget Review Statement

Comment on Cash & Investments Position

Increasing due to:

- 1) Funds received in relation to sale of the Shorty O'Neil bed licences, and
- 2) Early receipt of the year's Financial Assistance Grants.

Investments

Investments have been invested in accordance with Council's Investment Policy.

Cash

The Cash at Bank figure included in the Cash & Investment Statement totals \$20,291

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 30/09/16

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

		\$ 000's
Cash at Bank (as per bank statements)		1,791
Investments on Hand		18,500
less: Unpresented Cheques	(Timing Difference)	-
add: Undeposited Funds	(Timing Difference)	-
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	-
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	-
less: Unidentified Deposits (not yet actioned)	(Require Investigation)	-
add: Unidentified Outflows (not yet actioned)	(Require Investigation)	-
Reconciled Cash at Bank & Investments		20,291
Balance as per Review Statement:		19,174
Difference:		1,117

Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes Details

- * Expenditure of BHP Grant that was received in 15/16, will occur in 16/17 reducing Council's cash holdings. This is partially offset by the sale proceeds of Shorty O'Neil Village and the Film Studio.

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRS report

Broken Hill City Council

Quarterly Budget Review Statement
for the period 01/07/16 to 30/09/16

Key Performance Indicators Budget Review Statement

Budget review for the quarter ended 30 September 2016

(\$000's)	Current Projection		Original Budget 16/17	Actuals Prior Periods	
	Amounts 16/17	Indicator 16/17		15/16	14/15

The Council monitors the following Key Performance Indicators:

1. Unrestricted Current Ratio

Unrestricted Current Assets	22610	3.12	2.72	2.23	1.45
Unrestricted Current Liabilities	7244				

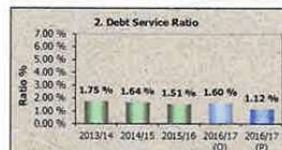
To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of council.



2. Debt Service Ratio

Interest Expense	332	1.12 %	1.60 %	1.51 %	1.64 %
Unrestricted, Non-Capital Income	29492				

To assess the impact of loan interest repayments on the discretionary revenue of council.



3. Rates & Annual Charges Coverage Ratio

Rates & Annual Charges	16670	48.05 %	50.78 %	44.03 %	51.45 %
Income from Continuing Operations	34692				

To assess the degree of Council's dependence upon revenue from rates and annual charges and to assess the security of Council's income.

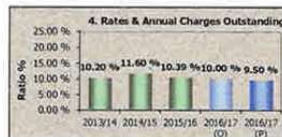


The Council monitors the following Key Performance Indicators:

4. Rates & Annual Charges Outstanding

Rates, Annual & Extra Charges Outstanding	1584	9.50 %	10.00 %	10.39 %	11.60 %
Rates, Annual & Extra Charges Collectible	16670				

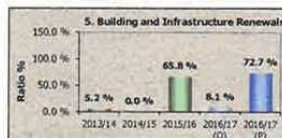
To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.



5. Building and Infrastructure Renewals

Asset Renewals	5082	72.7 %	8.1 %	65.8 %	0.0 %
Depreciation and impairment	6987				

To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.



Broken Hill City Council

Quarterly Budget Review Statement
for the period 01/07/16 to 30/09/16

Contracts Budget Review Statement

Budget review for the quarter ended 30 September 2016

Part A - Contracts Listing - contracts entered into during the quarter

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations of Council or **\$50,000** - whatever is the lesser.
2. Contracts listed are those entered into during the quarter being reported and exclude contractors on Council's Preferred Supplier list.
3. Contracts for employment are not required to be included.

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRs report

Broken Hill City Council

Quarterly Budget Review Statement
for the period 01/07/16 to 30/09/16

Contracts Budget Review Statement
Comments & Explanations relating to Contractors Listing

[illegible]

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRs report

Broken Hill City Council

Quarterly Budget Review Statement
for the period 01/07/16 to 30/09/16

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	70	Y
Legal Fees	26	Y

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Comments

Expenditure included in the above YTD figure but not budgeted includes:

Details

N/A

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 30/09/2016 and should be read in conjunction with the total QBRS report

ORDINARY MEETING OF THE COUNCIL

November 10, 2016

ITEM 8

BROKEN HILL CITY COUNCIL REPORT NO. 236/16

SUBJECT: NEW DOMESTIC VIOLENCE PREVENTION CLINICS PROPOSED FOR NSW 12/81

Recommendation

1. That Broken Hill City Council Report No. 236/16 dated November 10, 2016, be received.
2. That the Council writes to the Minister for Health advising its in-principal support to SOS and Women's Health NSW for:
 - A new Women's Health Centre to be based in Broken Hill, funded by NSW Health, which will also provide outreach clinics to surrounding areas.
 - The establishment of a Domestic Violence Prevention Clinic pending Government approval.

Executive Summary:

A proposal is being developed by SOS Women's Services which advocates for women's and girls' services in NSW and the peak body, Women's Health NSW for a new Women's Health Centre (WHC) to be established in Broken Hill, Griffith and Tamworth over the next three years. A report on this proposal is due to be completed by November/December this year and a copy will be provided to Council.

The health centre will be based on the same model as existing centres – to provide quality, low-cost health care to women from disadvantaged social and economic groups, to ensure health care is accessible and affordable to all women. It will also provide regular outreach clinics to surrounding areas. Any new centre would also become part of the SOS proposal to establish Domestic Violence Prevention Clinics at every WHC in NSW.

Report:

WHC's began operating in NSW in 1974 and there are now 17 across the state, as well as three special-purpose services. There has been no new WHC established since the 1980s and regional areas need new services to match their growing populations.

SOS Women's Services has developed a major proposal to establish Domestic Violence Clinics – a first in Australia – at every Women's Health Centre in NSW. The clinics would operate every Monday at 17 health centres across NSW, providing a one-stop-shop for women wanting help to leave abusive relationships or stay safely in their homes. Women who attend the clinics will receive one-on-one appointments with a *Staying Home Leaving Violence* caseworker, a financial counsellor and have a health check up with a GP or nurse – all on the one day. While advice is available through various hotlines and government agencies, we don't believe this model exists anywhere else. It would also prevent women from having to keep repeating their stories which is something the Government supports.

Reports show that 50-60 percent of women never report domestic violence to police, but it's something they may reveal privately during a visit to a GP or counsellor. That's what these clinics are aiming to do – identify and help the large numbers of women who don't need crisis assistance and don't want or need to go to refuges. It's an innovative, achievable proposal which could be up and running almost immediately with the Government's support.

WHCs are a major untapped resource and many women using them have experienced domestic violence. The greatest cost to women's health in NSW is domestic violence, estimated at \$4.5 billion a year. A relatively small investment each year will help prevent family homelessness and keep vulnerable women out of the hospital system.

Strategic Direction:

Key Direction: 1. Our Community
 Objective: 1.1 People in our community are in safe hands
 Function: Public Safety
 DP Action: 1.1.1.1 Develop a Community Safety Crime Prevention Plan

Key Direction: 1. Our Community
 Objective: 1.1 People in our community are in safe hands
 Function: Public Safety
 DP Action: 1.1.1.2 Council supports the objectives of the 2013-2017 Safer Broken Hill Community Safety and Crime Prevention Plan

Key Direction: 1. Our Community
 Objective: 1.5 Our health and wellbeing ensures that we live life to the full
 Function: Community Facilities
 DP Action: 1.5.1.1 Advocate for quality health, medical and allied services for the City where required.

Relevant Legislation:

Health Service Act 1997 No 154

Crimes (Domestic and Personal Violence) Act 2007 No 80

Financial Implications:

Nil

Attachments

There are no attachments for this report.

JAMES RONCON
GENERAL MANAGER

ORDINARY MEETING OF THE COUNCIL

November 18, 2016

ITEM 9

BROKEN HILL CITY COUNCIL REPORT NO. 237/16

SUBJECT: MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO
365 HELD TUESDAY NOVEMBER 8, 2016 11/397

Recommendation

1. That Broken Hill City Council Report No. 237/16 dated November 18, 2016, be received.
2. That the minutes for the Local Traffic Committee Meeting No. 365, held November 8, 2016, be received and recommendations within minutes be adopted.

Executive Summary:

Guidelines published in March 2009 by the Roads and Traffic Authority (now known as the Roads and Maritime Services), titled '*A guide to the delegation to councils for the regulation of traffic*' states: "The Local Traffic Committee (LTC) has no decision-making powers and is primarily a technical review committee. It only advises the Council on matters for which the Council has delegated authority, being certain prescribed traffic control devices and traffic control facilities.

The Council must refer all traffic related matters to the LTC prior to exercising its delegated functions. Matters related to State Roads or functions that have not been delegated to the elected Council must be referred directly to Roads and Maritime Services or relevant organisation. Such matters must not be referred to the LTC.

Council is not bound by the advice given by its LTC. However if Council does wish to act contrary to the unanimous advice of the LTC or when the advice is not unanimous, it must notify Roads and Maritime Services & the NSW Police and wait 14 days before proceeding."

Report:

This report is to provide Council with the minutes and action list of the Local Traffic Committee meeting held 6 September 2016, which details recommendations to Council for consideration and adoption.

Strategic Direction:

Key Direction:	4. Our Leadership
Objective:	4.3 United We Stand
Function:	Leadership & Governance
DP Action:	4.3.1.1 Develop committees and/or workgroups for key issues and projects impacting Council and the City

Relevant Legislation:

- *Road Transport (Safety and Traffic Management) Regulation 1999*, and
- Road Rules 2008
- A guide to the delegation to councils for the regulation of traffic (guidelines)

Financial Implications:

Financial implications for any of the recommendations to Council will be detailed in the LTC minutes, if relevant.

Attachments

1. MINUTES OF LOCAL TRAFFIC COMMITTEE MEETING NO 365 27 Pages

ANDREW BRUGGY
ACTING DEPUTY GENERAL MANAGER

JAMES RONCON
GENERAL MANAGER

LOCAL TRAFFIC COMMITTEE MINUTES OF MEETING NO 365

Held 9.30am Tuesday 8 November 2016
First Floor Training Room - Council Administration Building

The Chairperson, Mr David Zhao opened the meeting at 9.33am and welcomed all representatives present.

365.1 Present

David Zhao	Chairperson
Joe Sulicich	Infrastructure Projects Manager, Broken Hill City Council
Peter Beven	Roads and Maritime Services Representative
Marion Browne	Local Member Representative
James Druitt	Councillor
Penny Robinson	Observer, Asset Planner Transport, Broken Hill City Council
	Minute Secretary
	Administration Officer, Broken Hill City Council

365.2 Apologies

Sergeant Kerri Lane	Broken Hill Police Representative
Andrew Bruggy	Chief Operations Officer, Broken Hill City Council

365.3 Disclosure of interest - Nil

365.4 Adoption of previous minutes

All in favour:	BHCC, RMS, Local Member
Yet to vote:	Police
Against:	

365.5 Council Resolutions

The following Committee Recommendations were adopted by Council at its meeting held 26 October 2016

ITEM 7 -- BROKEN HILL CITY COUNCIL REPORT NO. 219/16 -- DATED OCTOBER 14, 2016 -- MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO 364 HELD TUESDAY OCTOBER 4, 2016	
	11/397
Recommendation	
1. → That Broken Hill City Council Report No. 219/16 dated October 14, 2016, be received.	
2. → That the minutes for the Local Traffic Committee Meeting No. 364, held 4 October 2016, be received and recommendations within minutes be adopted.	
RESOLUTION	
Minute No. 45360	
Councillor M. Browne moved →)	That the recommendation of item 7 be adopted.
Councillor M. Clark seconded →)	
CARRIED	

365.6 Matters Arising from the Previous Meeting

- RMS, Joe Sulicich requested that if possible look to reduce the size of the action item list and pages for each item. Discussion that the current list contains older action items that will drop off soon once completed however at the moment the history of these items cannot be summarised. Further discussion that the thought is future items will be reduced in length of notes etc. however also noted that the minutes need to remain an accurate report for the minutes. This conversation is to be noted to usual Chairperson, Andrew Bruggy for consideration.

365.7 Correspondence In

Item No.	TRIM No.	Details
360.8.2	D16/47663	Letter received relating to existing action item no 360.8.2. Review of 60 degree parking lines at the corner of Mica/Chloride Streets and request short term parking bay area.
Discussion Notes		Please refer to notes in action item list for 360.8.2 for comments.
Recommendation		Please refer to notes in action item list for 360.8.2 for recommendation.
Moved		N/A
Seconded		N/A
All For		N/A
Against		N/A

Item No.	TRIM No.	Details
365.7.1	D16/48679	Request for double un-broken lines to indicate no overtaking on the Barrier Highway (HW8) by the information sign area.
Discussion Notes		Query of who is responsible as this an RMS road within Council's Local Government Area.
Recommendation		No recommendation required - Refer to RMS for action as it is a state highway.
Moved		N/A
Seconded		N/A
All For		N/A

Against		N/A
Item No.	TRIM No.	Details
365.7.2	D16/49014	Confirmation of Councillor representative for Local Traffic Committee.
Discussion Notes		Noted that Councillor Browne is an observer capacity only.
Recommendation		N/A
Moved		N/A
Seconded		N/A
All For		N/A
Against		N/A

Item No.	TRIM No.	Details
356.9.1, 357.9.1, 357.9.2	D16/49027	Correspondence received relating to existing Action List items: Recommendations report submitted by Councils Asset Planner Transport
Discussion Notes		Please refer to notes in action item list for comments.
Recommendation		N/A
Moved		N/A
Seconded		N/A
All For		N/A
Against		N/A

Item No.	TRIM No.	Details
357.9.1	D16/49031	Correspondence received relating to existing Action List items: Approval provided via email from Councils Acting Deputy General Manager relating to Galena and Wright Street works.
Discussion Notes		Please refer to notes in action item list.
Recommendation		N/A
Moved		N/A
Seconded		N/A
All For		N/A
Against		N/A

Item No.	TRIM No.	Details
356.9.1	D16/49032	Correspondence received relating to existing Action List items: Design Plans submitted by Councils Asset Planner Transport relating to Wright and Warnock Street Intersections.
Discussion Notes		Please refer to notes in action item list.
Recommendation		N/A
Moved		N/A
Seconded		N/A
All For		N/A
Against		N/A

Item No.	TRIM No.	Details
365.7.3	D16/50369	Letter regarding near miss – Galena and Wright Street intersections.
Discussion Notes		Refer the response from the detail in the action item list
Recommendation		N/A
Moved		N/A
Seconded		N/A
All For		N/A
Against		N/A

Item No.	TRIM No.	Details
365.7.4	D16/49822	Sacred Heart Parish requesting Sulphide Street drop-off zone for parishioners and visitors that may be aged or have a disability to have easier access to the Cathedral. Requesting Saturday from 5pm to 7pm and Sundays from 9am to 11am.
Discussion Notes		Is disable parking more appropriate for this area? Is there any existing disabled parking in this area?
Recommendation		Council Officer to have discussion with correspondent relating to needs/who will fund this request and provide a report back to the committee for recommended actions.
Moved		Local Member
Seconded		RMS
All For		3
Against		0

365.8 Correspondence Out

Item No.	TRIM No.	Details
363.8.2	D16/48561	Letter of response - Review of 4 Hour Parking Zone located in the vicinity of 7 Oxide Street, Broken Hill.

Item No.	TRIM No.	Details
363.8.3	D16/39198	Letter of response - Review of 4 Hour Parking Zone located in front of 5 and 7 Oxide Street, Broken Hill.

365.9 General Business

Item No.	TRIM No.	Details
365.9.1		Permit Parking in Union Street
	Discussion Notes	BHCC, Infrastructure Projects Manager, David Zhao raised query of Union Street parking - can a permit be issued to a family who has now purchased a third vehicle that doesn't fit in their yard? Query from the committee on what signage is currently installed in the area relating to this and what has occurred historically relating to parking in Union Street.
	Recommendation	Council Officer to investigate if permits can be issued for parking in Union Street and what historically occurred relating to this issue. Report findings back to the committee for December 2016.
	Moved	Local Member
	Seconded	RMS
	All For	3
	Against	0

Item No.	TRIM No.	Details
365.9.4		Crash Repairer – Crystal Street
Discussion Notes		Crash repair by Far West Auto in Crystal Street working on vehicles the footpath. Committee to request that that Police investigate this area. Council to place a request to the rangers to be aware of the area.
Recommendation		N/A
Moved		N/A
Seconded		N/A
All For		N/A
Against		N/A

365.10 Action Item List

Item No.	346.8.3
TRIM No.	D15/5750, D15/48358. D16/9966, D16/17865
CRM No.	21449/2015, 23968/2016
Responsible Officer	Minute Secretary
Current Status	Pending - Asset Planner Transport, James Druitt to arrange erection of signage.
Date	Item Details
March 2015	Request from National Trust of Australia, Broken Hill and District Branch (Fran McKinnon) to establish directional signs to the site of the "Ambush train/ore truck" in the following locations: • Cnr of Brookfield Avenue and Morgan Street; and • Cnr of Doe and Hynes Streets with the following wording: "Ambush Site – Picnic Train Attack"
Date	Committee Recommendation/s

	That Council invoice The National Trust of Australia, Broken Hill and District Branch for the funds they have available and that Council submit an application through the Tourist Attraction Signposting Assessment Committee for approval to erect tourist signs.
	On approval from Council meeting arrange invoice for payment of available funds and send with acceptance letter.
April 2015	Enter CRM for Himan and David Zhao requesting submission of application for signage through TASCO.
Action Date	Running Actions
June 2015	Printing of Tax Invoice requested and to be attached to letter for payment. - Completed
June 2015	Application has been submitted to TASCO waiting response.
September 2015	Andrew to follow up response to application with David Zhao and advise committee of update.
October 2015	Mr Joe Sulicich advised that signage for this area does not require approval from TASCO as the signs will not be erected on a State or RMS designated Road. There is a possibility that funding may be available through the RMS.
November 2016	Letter to be sent to National Trust requesting wording to be used on the signs. - Letter sent.
	David to obtain quotes for signs.
	Agreed Action:
February 2016	That Council order signs with the wording advised by Fran McKinnon being "Ambush Site – Picnic Train Attack 1km" and "Ambush Site – Picnic Train Attack" and install at the corner of Brookfield Avenue and Morgan Street and Doe and Hynes Streets.
March 2016	CRM entered to have directional signage ordered and installed at the location.
March 2016	David Zhao advised that one quote has been received, still waiting on further quotes to be submitted.
March 2016	Letter issued to Fran requesting payment of funds to assist with the cost of producing signs.
April 2016	Councillor Browne to follow up date of payment and advise secretary for confirmation of funds received with Finance Operations team.
June 2016	Councillor Browne advised funds have not yet been paid, as they are waiting for the funds to be received from head office in Sydney.
	Email received by Councillor Browne advising that discussion with Fran McKinnon regarding the funds - Fran advised issue with Sydney office and she will follow up.

June 2016	Minute Secretary to check if Council has received funds and advise Councillor Browne if further follow up is required.
	Minute Secretary sent email to Councillor Browne advising funds are still outstanding.
July 2016	Councillor Browne advised the committee that the funds are now arranged and should be received by Council in the near future.
	As of 25 July 2016, funds remain outstanding.
August 2016	Councillor Browne advised that as per the last update, the advice she has received is that funds are now arranged and should be received by Council in the near future.
November 2016	
	Asset Planner Transport, James Druitt to arrange erection of signage.
Target Date	December 2016

Item No.	353.7.1
TRIM No.	D15/53866
CRM No.	22603/2015
Responsible Officer	RMS Joe Sulichich
Current Status	Completed – Committee has made a new recommendation to Council to close this matter.
Date	Item Details

Thomas Street Speed Counters – Broken Hill Hospital and GP Super Clinic

Original request received July 2014 from the Far West Local Health District to consider reducing the speed limit within the vicinity of the Hospital and the GP Super Clinic. Concerns were raised that pedestrian traffic has increase since the Super Clinic has opened.

Counters where placed in the area in December 2014, but the results from these counters are unable to be located.

Counters have been requested to be relayed again for a two week period and the results will be reported back to the Committee.

September 2015	Spoke with David Zhao who advised the tubes will be installed within the next few weeks.
October 2015	Action undertaken, David to obtain results and submit to committee at the December meeting.
December 2015	Draft letter committee's recommendation from its meeting held December 2015.

Date	Committee Recommendation/s
	That no Zebra Crossing be installed at this location due to the fact that it would not met the Australian Standards for the volume of foot and vehicular traffic within the area.
	That alternatives for traffic calming devise options be investigated and reported back to the committee for further discussion.
February 2016	Letter issued advising Committee's recommendation.
March 2016	Follow up with James Druitt to clarify if speed counters have been installed.
	Discussion held with David Zhao and James Druitt that the current information supplied to the committee does not provide an accurate indication of speed within this area.
	That the tubes be re-instated for two weeks to capture speeds limit between 40km and 60km.

April 2016	That a report be prepared of the results and be submitted back to the Committee at the April committee meeting. Advised by James Druitt that counters are being installed this week for a two week period.
May 2016	Joe RMS recommended that the Vulnerable Pedestrian Standards be considered in the report back to the committee.
Action Date	Running Actions
May 2016	Speed counter results are back. Used over date of 6 – 15 April 2016 - indicates that 90% of drivers are driving under the speed limit in this zone. LTC committee note that there is no current issue in this zone.
June 2016	Letter drafted in response to the Hospital attention to Noni Inglis, and this action item to be removed once issued. - Letter issued.
July 2016	This action item is to remain pending at this stage as James Druitt and Joe Sulicich to clarify requirements of Vulnerable Person Standards relating to this area. Further follow up undertaken by RMS, Joe Sulicich will provide an update to the August meeting.
August 2016	RMS, Joe Sulicich provided the committee with information on the standards for the Vulnerable Persons requirements for implementing a zebra crossing and advised that a raised crossing is preferable for this area. A traffic count is needed to make this determination. Council Officer, James Druitt is to arrange traffic count and report back to the committee the outcome. Joe Sulicich also advised that if this was eligible under the Vulnerable Persons requirements that Council could approach RMS to seek funding assistance.
September 2016	Council Officer, James Druitt reported a 400 per day pedestrian count between 7:30am – 3:15pm. Joe Sulicich to investigate if figures met the Vulnerable Persons requirements and if Council could approach RMS to seek funding assistance.
October 2016	Numbers meet the requirements for Vulnerable Persons crossing. Council to investigate estimate of cost as RMS do not have available funding. Council and RMS to investigate standards relating to design.
November 2016	As numbers now meet the requirements for Vulnerable Persons crossing the committee discussed is the pedestrian crossing required? Have there been any history of incidents that justify the works/cost? The committee propose that this matter is to be differed at this time until further required for review. Action item to be completed and removed from the action list.
Target Date	November 2016

Item No.	356.9.1
TRIM No.	D16/32609
CRM No.	24806/2016
Responsible Officer	Asset Planner Transport, James Druitt
Current Status	Pending – Council Officer to further speak to individual residents effected.
Date	Item Details
February 2016	Wright and Warnock Street Intersection Councillor Browne has been approached by a resident for the Committee to consider alternative options to reduce speeds of motorists in this area as the current measures in place are not adequate.
Date	Committee Recommendation/s
July 2016	Two week trial to commence of a temporary closure of the areas. Advertising in BDT to occur, letter box drop arranged for local residents by James Druitt and secretary to advise via email the local emergency services.
August 2016	James Druitt to report the outcome and feedback to the committee for further review.
September 2016	Andrew Bruggy and James Druitt to investigate the installation of speed humps in Wright Street.
Action Date	Running Actions
October 2016	BHCC, Asset Planner Transport, James Druitt has costed speed humps awaiting advice on installation. Design plan to be provided to next meeting.
November 2016	BHCC, Asset Planner Transport, James Druitt has provided a report to committee with costing for proposed works. Query from the committee if the residents agree with the speed hump installation - Asset Planner Transport advised that this was advised in consultation with the local residents. Query if Warnock Street traffic has also been reviewed? Speed counters reviewed this area previously. Chairperson, David Zhao suggests that bollards be extended form the Warnock Street bend rather than installing the speed hump.

Council to speak with the residents primarily effected at the Warnock Street end of Wright Street relating to bollards or guard rails instead of speed hump. Also identify individual concerns. Council to report back to December 2016 meeting.

Target Date

Not Determined

Item No.

357.8.2

TRIM No.

D16/15165, D16/15171

CRM No.

23805/2016

Responsible Officer

Minute Secretary, Penny Robinson

Current Status

Pending – Minute Secretary to issue correspondence to the inquirer advising of the outcome.

Date

Item Details

Review of Speed Zone from Creedon Street/ Barrier Highway Intersection to Waste Depot Turn-off

Currently the speed zone of 80km commences just past the Creedon Street and Barrier Highway intersection, and then requiring motorists to slow down to 60km within a short distant to ensure a safe left hand turn onto the Depot Road.

It has been proposed that the speed limit be decreased to 60km until after the turn-off onto Depot Road to alleviate the need to slow suddenly.

Date

Committee Recommendation/s

This request is outside of the Committee's scope, a letter is to be issued to the RMS to conduct a review of the current traffic speed zone and report back to the committee of their findings.

Action Date

Running Actions

Letter advising the next course of action issued to Rebecca McLaughlin outlining the committee's recommendation.

May 2016

Letter issued to RMS requesting a review to be undertaken and findings to be reported back to the LTC committee.

Clarify with RMS in June meeting progress on review.

June 2016

Joe Sulicich - RMS Representative advised that he is to undertake the review.

July 2016

Review has been completed and Joe Sulicich - RMS Representative will provide and updated to the committee in August meeting.

Local Traffic Committee Minutes Meeting No 365

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August 2016	Joe Sulicich - RMS Representative advised outcome remains pending with RMS Parkes head office and he will advise the committee of outcome when possible.
October 2016	Committee received advice from RMS advising that after a review of the area, that the current speed zone is appropriate and will remain unchanged. Minute Secretary to issue correspondence to the inquirer advising of the outcome. No further action to be taken as outside of the committee's scope.
Target Date	Not determined

Item No.	357.9.1
TRIM No.	D16/17693
CRM No.	24237/2016, 24894/2016
Responsible Officer	Council's Asset Planner Transport, James Druitt
Current Status	Pending – New recommendation relating to work.
Date	Item Details

May 2016

Galena & Wright Street Intersection

Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left from Galena Street into Wright Street posing a danger to oncoming motorist in Wright Street.

Date	Committee Recommendation/s
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That Council undertakes a cost analyse to paint a blister onto the road on the left hand side of Wright Street before making a left hand turn into Galena Street and place yellow rumble strips in the middle of the blister.

That a centre island be painted in the middle of the road at the corner of Wright Street at the intersection of Wright and Galena Streets with yellow rumble stripes to force motorists to turn at the middle of the intersection.

That the cost analyst and plan be submitted to the next Committee meeting scheduled for April 5, 2016 for consideration by the Committee.

CRM to be entered once approval of committee minutes endorsed by Council at the March Council meeting is received.

November 2016

Committee recommend that Design Proposal One, works be undertaken being the line-marking and traffic calming devices and retain the current give way sign at the Galena and Wright Street intersection go ahead in accordance with the RMS guidelines.

Action Date	Running Actions
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CRM entered for actioning

Report provided by David Zhao - included in Agenda for May meeting.

May 2016

CRM required pending response from May Council Meeting.

June 2016

CRM entered for works to commence

July 2016

Pending quotes to be obtained by James Druitt prior to commencing works.

August 2016	Action pending with Council Officer Peter Ryan. Line marking has re-commenced and this action is due to be completed by September 2016. Rumble bars are also to be installed to complete this action list item.
September 2016	CRM to be entered to redesign the centre rumble bars and remove the left radius rumble bars at the intersection of Wright and Galena Street
October 2016	James Druitt has costed speed humps awaiting advice on installation. Design plan to be provided to next meeting.
November 2016	BHCC Asset Planner Transport, James Druitt provided committee with two design plans for discussion. Committee reviewed both design proposals. Refer to recommendation above.

Target Date	Not determined
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Item No.	357.9.2
TRIM No.	D16/17693
CRM No.	24238/2016, 24895/2016, 26067/2016
Responsible Officer	
Current Status	Pending - new recommendation proposed.
Date	Item Details
May 2016	Morgan Street and Brookfield Avenue Intersection Senior Constable Chaff advised the Committee that the Police have had incidents recently where motorists are cutting across the centre line when turning left into Morgan Street from Brookfield Avenue posing a danger to oncoming motorist in Morgan Street.
Date	Committee Recommendation/s
	That Council undertakes a cost analyse to paint a blister onto the road on the left hand side of Morgan Street before making a left hand turn into Brookfield Avenue and place yellow rumble strips in the middle of the blister. That a centre island be painted in the middle of the road at the corner of Morgan Street at the Brookfield Avenue intersection with yellow rumble strips to force motorists to turn left into Morgan Street at the middle of the intersection. That the cost analyst and plan of be submitted to the next Committee meeting scheduled for April 5, 2016 for consideration by the Committee. CRM to be entered once approval of committee minutes endorsed by Council at the March Council meeting is received.
November 2016	Committee recommend that the design plan as provided by Council's Asset Planner Transport be undertaken. The design included line-marking and installation of traffic calming devices.
Action Date	Running Actions
	CRM entered for actioning Report provided by David Zhao - included in Agenda for May meeting.
May 2016	CRM required pending response from may Council Meeting proposing that Council action works of line marking only, Council are not recommended by LTC to install barriers.
June 2016	CRM entered for works to commence

July 2016	Pending quotes to be obtained by James Druitt prior to commencing works.
August 2016	Action pending with Council Officer Peter Ryan. Line marking has re-commenced and this action is due to be completed by September 2016. Rumble bars are also to be installed to complete this action list item.
September 2016	CRM to be entered to redesign the centre rumble bars and remove the left radius rumble bars at the intersection of Morgan Street and Brookfield Avenue
October 2016	Remains pending.
November 2016	CRM entered by Minute Secretary - 26067/2016, requesting investigation relating to work options for this area to be provide to the committee.
	Asset Planner Transport, James Druitt has provided a report on works options to the committee.
	Discussion by committee relating to are these works necessary, is there a history of incidents at this intersection to justify the works/costs involved. Discussion was that the committee felt that the works are necessary.
	See recommendation to Council.
Target Date	Not determined

Item No.	359.9.3
TRIM No.	
CRM No.	
Responsible Officer	Asset Planner Transport, James Druitt
Current Status	Pending – RMS to conduct a traffic count
Date	Item Details

Marking of Traffic Lanes at Argent Street Traffic Light Intersections

Date	Committee Recommendation/s
May 2016	That Mr Joe Sulicich, RMS representative provide a copy of the original line marking plans to Council for reference, noting that modifications to the original plans will be required due to changes of traffic conditions. It is recommended that directional arrows be marked within each lane to indicate traffic flow. Agreed Action: That Mr Joe Sulicich, RMS representative provide a copy of the original line marking plans to Council for reference, noting that modifications to the original plans will be required due to changes of traffic conditions.

Action Date	Running Actions
May 2016	Original Plans provided to secretary - have been copied and work flowed to David Zhao for their information. David to return to Joe - RMS.
June 2016	Council to continue to investigate line marking. RMS are continuing to investigate sensor/detectors.
August 2016	RMS representative - Joe Sulicich asked that the directive of "directional arrows be marked within each lane to indicate traffic flow." be removed and that lane lines are just marked – Police representative has queried why Joe has requested this? Committee to seek clarification from Joe at next committee meeting. RMS representative - Joe Sulicich advised that historically directional arrows have never been marked only the marking of the lane lines. RMS advice is that police can still book for traffic infringements without the directional arrows marked as long as the lane lines are marked. Council advised by RMS to seek a traffic engineer's advice prior to marking directional arrows. Asset Planner Transport, James Druitt to make enquiries with RMS relating to this clarification and provide feedback to the committee.

October 2016	RMS, Joe Sulicich provided update, line marking was reinstated however not to original plans due to changed traffic conditions. Current line marking is sufficient. A review is required to see if there can be a designated right turn with a right turn dedicated arrow. RMS, Joe Sulicich to arrange review with Parramatta Office.
November 2016	On hold subject to traffic count volumes turning right in this area. RMS to conduct the traffic count.
Target Date	Not determined

Item No.	360.8.2
TRIM No.	D16/19712, D16/23167
CRM No.	
Responsible Officer	Asset Planner Transport, James Druitt
Current Status	Pending – Discussions regarding delivery times for loading zone.
Date	Item Details

June 2016	Review of 60 degree parking lines at the corner of Mica/Chloride Streets and request for short term parking bay area. Request for review of 60 degree parking lines at the corner of Mica/Chloride Streets and request for short term parking bay area.
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Date	Committee Recommendation/s
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June 2016	The Committee notes this correspondence received and agree that parking should be returned to 45 degree parking and a Council Officer is to make appointment for review of requirement for short term parking bay. Amending the angled parking may result in loss of 1 parking space.
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November 2016	Council to re-in state line marking to 45 degree and include loading zone in Chloride Street. Council to absorb the cost.
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Action Date	Running Actions
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Parking should be returned to 45 degree parking and a Council Officer is to make appointment for review of requirement for short term parking bay. Amending the angled parking may result in loss of 1 parking space.

September 2016	Asset Planner Transport, James Druitt to talk to the applicant regarding delivery times for loading zone.
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November 2016	Asset Planner Transport, James Druitt has provided a report to committee detailing options to include the 45 degree parking and a loading zone.
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Query of who will pay for this line-marking?

60 degree parking is considered to point the parked vehicles out too far into the road for loading/unloading. Concerns raised of passing traffic coming too close to vehicles/people accessing boots of cars with the 60 degree parking.

Refer to recommendation above.

Target Date
Not determined

Item No.	360.8.4
TRIM No.	
CRM No.	
Responsible Officer	Asset Planner Transport, James Druitt
Current Status	Pending – Further investigation required relating to kaolin Street pedestrian crossing.
Date	Item Details
July 2016	Mr Geoff Webb, Broken Hill High School - Request for Garnet Street Disability Access Parking and Garnet Street/Kaolin Street Pedestrian Crossings
Date	Committee Recommendation/s
	The Committee notes this correspondence received and a Council Officer will be required to inspect the areas relating to the request to make further report back to the committee on recommended action. Agreed Action Council Officer will be required to inspect the areas relating to the request to make further report back to the committee on recommended action. Council Officer to make formal funding request to RMS to request financial assistance if possible for works if required. All in favour: RMS, BHCC, Local Member Yet to vote: Police Against: Nil
Action Date	Running Actions
July 2016	Council Officer will be required to inspect the areas relating to the request to make further report back to the committee on recommended action. Council Officer to make formal funding request to RMS to request financial assistance if possible for works if required
October 2016	Pending as above.
November 2016	Council's Asset Planner Transport, James Druitt spoke to Mr Geoff Webb, discussion was relating to parking options. Mr Webb is understanding that Garnet Street pedestrian crossing will not be possible due to losing too much space required for this installation. Further investigation of Kaolin Street pedestrian crossing to be undertaken by Council's Asset Planner Transport.
Target Date	Not determined

Item No.	362.9.3
TRIM No.	
CRM No.	
Responsible Officer	Asset Planner Transport, James Druitt
Current Status	Completed - Bays and sign removed, 45 degree parking installed.
Date	Item Details
August 2016	Motorbike parking bays in front of 207 Argent Street Query from Committee member Councillor Browne if these motorbike parking bays are still required or can these be changed to car parks.
Date	Committee Recommendation/s
September 2016	Committee recommend the removal of motorbike parking bays and replace with car parking bays. Agreed Action Committee Secretary to enter request to remove the motorbike bays and replace with car parking bays. All in favour: BHCC, RMS Yet to vote: Police and Local Member Representative Against: Nil
Action Date	Running Actions
	Council's Asset Planner Transport, James Druitt to investigate if this area is a Council road area for the purpose of maintenance requests. The Chairperson requested that the Asset Planner Transport investigate removal of the motorbike bays and replacement with car parking bays and report back to the Committee for further recommendation to Council.
November 2016	Completed - Bays and sign removed, 45 degree parking installed
Target Date	Completed

Item No.	364.7.1
TRIM No.	D16/39934
CRM No.	
Responsible Officer	Council and RMS
Current Status	Completed – refurbished with line-marking and signs.
Date	Item Details
October 2016	Request for consideration to extend the length of the disabled parking area and add an extra disabled ramp in Garnet Street.
Date	Committee Recommendation/s
October 2016	Council and RMS to discuss with Mr Webb the above in relation to the associated costs to install additional disabled park and ramp. Also to further advise the effect of installing a pedestrian crossing on parking.
Action Date	Running Actions
October 2016	Discussion notes - 2 existing pram ramps 1 existing disabled parking space Council can provide quote for ramp and line marking Does consultation need to occur first?
November 2016	Refurbished with line-marking and signs.
Target Date	Completed

Item No.	364.7.2
TRIM No.	D16/44787
CRM No.	
Responsible Officer	Police, Senior Constable Chaff
Current Status	Pending - Police representative to undertake discussion with correspondent.
Date	Item Details
October 2016	Request to review angle parking in front of 399 Mica Street.
Date	Committee Recommendation/s
October 2016	Police be requested to have discussion with the inquirer of this request relating to parking requirements for the area in front of 399 Mica Street. Police to report outcome back to committee for November meeting.
Action Date	Running Actions
October 2016	Committee discussed letter received and parking has been changed from parallel to angle parking to allow for additional parks in the area.
November 2016	Pending as no Police representative at the November meeting.
Target Date	

Item No.	364.9.2
TRIM No.	N/A
CRM No.	26064/2016
Responsible Officer	Minute Secretary
Current Status	Completed - Minute Secretary entered CRM for routine maintenance.
Date	Item Details
October 2016	A street sign has been damaged out the front of the Dental Centre.
Date	Committee Recommendation/s
October 2016	N/A
Action Date	Running Actions
October 2016	CRM to be entered as per normal works request for maintenance.
Target Date	November 2016

Item No.	364.9.3
TRIM No.	N/A
CRM No.	26065/2016
Responsible Officer	Minute Secretary
Current Status	Completed - Minute Secretary entered CRM for ordering of sign.
Date	Item Details
October 2016	Gray Street signage. Gray Street currently does not have street signage. It is an unformed road located at the end of Chapple Street.
Date	Committee Recommendation/s
October 2016	N/A
Action Date	Running Actions
October 2016	CRM to be entered as per normal works request for sign to be ordered when next order placed.
Target Date	November 2016

Item No.	364.9.6
TRIM No.	
CRM No.	
Responsible Officer	Council's Asset Planner Transport
Current Status	Completed
Date	Item Details
October 2016	Wright Street - Stop sign Query if the Wright Street Stop sign meets RMS standard for requiring a Stop sign or would a give way sign be more appropriate to the RMS standard?
Date	Committee Recommendation/s
October 2016	Council's Asset Planner Transport, James Druitt to investigate and provide a report to the Committee advising of standard/appropriateness of the Stop Sign located in Wright Street.
Action Date	Running Actions
November 2016	Discussion with RMS and a give-way sign will be adequate at this location.
Target Date	Completed

365.11 Next Meeting Date 6 December 2016

365.12 Meeting Closed 11.25am

ORDINARY MEETING OF THE COUNCIL

November 17, 2016

ITEM 10

BROKEN HILL CITY COUNCIL REPORT NO. 238/16

SUBJECT: ACTION LIST REPORT

11/25

Recommendation

1. That Broken Hill City Council Report No. 238/16 dated November 17, 2016, be received.

Executive Summary:

The purpose of the report is to ensure that Council and the community are informed on the status of actions required by previous decisions of Council.

Report:

The Action List attached to this report is for information only and will be provided to Council on a monthly basis.

The report covers Council's decisions at Ordinary and Extraordinary Council Meetings for the period February 29, 2012 to October 26, 2016.

Discussions have been held with staff regarding the long outstanding items on the Action List, most of which are leasing/licencing matters. Staff will be working to finalise these items as a priority and/or request Council to rescind resolutions where circumstances have changed.

Strategic Direction:

Key Direction: 4 - Our Leadership
Objective: 4.2 – Our Leaders Make Smart Decisions
Function: Leadership and Governance
DP Action: 4.2.1.1 - Decisions are made in a timely manner to ensure effective delivery.

Relevant Legislation:

Local Government Act 1993

Financial Implications:

Nil

Attachments

1. Action List - Ordinary Council Meetings 20 Pages
2. Action List - Extraordinary Council Meetings 2 Pages

JAMES RONCON
GENERAL MANAGER

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Confidential Matters of the Council 29 February 2012	False	Confidential Matters
ITEM 1 (Item 45 in open minutes) - SUSTAINABILITY REPORT NO. 8/12 - DATED JANUARY 13, 2012 – RENEWAL OF LEASE TO THE AERO CLUB OF BROKEN HILL INC. AT AIRPORT - CONFIDENTIAL 11/232 <u>Recommendation</u> That Sustainability Report No. 8/12 dated January 13, 2012 be received. That Council renew its lease with The Aero Club of Broken Hill Inc. for a period of five (5) years being the first option to renew the lease. That the lease be amended as outlined in the body of this report to address water charges. That documents relating to this matter be executed under Council's Common Seal as required. RESOLUTION Minute No 43222 Councillor B. Algate moved) Councillor N. Gasmier seconded) That the recommendation of item 1 be adopted. CARRIED 03 May 2012 - 3:23 PM - Leisa Bartlett Documents with Lessee for execution. 02 Aug 2012 - 3:25 PM - Leisa Bartlett Reminder to return documents sent. 07 Feb 2013 - 3:26 PM - Leisa Bartlett Lease with Council's Solicitor for registration. Lease has been requisitioned twice due to plan reference - LPI have changed rules. Further advice to be sought from Council's Solicitor. 06 Jun 2013 - 3:28 PM - Leisa Bartlett LPI have rejected registration due to change in Airport Title descriptions. Further survey work required prior to re-lodgement of Lease. 22 Oct 2013 - 2:18 PM - Louine Hille New plan of subdivision for Lease purposes being prepared. Due 30 October 2013. 15 Nov 2013 - 11:06 AM - Michelle Rolton Plan now due November 2013, as additional survey works were required. 17 Jan 2014 - 12:14 PM - Louine Hille Draft Plan received for examination and approval.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
13 Feb 2014 - 12:10 PM - Michelle Rolton Lot numbering determined, awaiting final plan. 11 Jun 2014 - 3:29 PM - Louine Hille Plan requires minor amendment to stop it being requisitioned. Development Consent to subdivision for lease purposes required. Development Application being compiled. 11 Dec 2014 - 4:42 PM - Frederick Docking Amendment for water charges to lease draft signed and returned. GM to sign off DA and return to Tracey Stephens for consent for lease purposes. 06 May 2015 - 4:56 PM - Frederick Docking Pending Sub Division for lease purposes 19 Jan 2016 - 2:59 PM - Leisa Bartlett Sub-division plans being lodged with Dept. Lands Information. Once the plan is registered, the lease can be finalised. 06 Jun 2016 - 3:46 PM - Andrew Bruggy Action reassigned to Andrew Bruggy by: Leisa Bartlett 17 Aug 2016 - 1:51 PM - Tracy Stephens Awaiting new Administration Sheet for signing by GM and Mayor. Subdivision plans can then be registered with LPI. 16 Sep 2016 - 1:25 PM - Leisa Bartlett Awaiting documentation from Surveyor. Due to recent subdivision for sale of land to RFDS, the DP planning numbers will change and therefore will affect this subdivision for lease purposes, therefore it is necessary to wait until the DPI have processed the RFDS subdivision before this plan is lodged.		
Extraordinary Meeting of the Council 30 October 2013	False	Further Business
<u>ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 269/13 - DATED OCTOBER 17, 2013 - WILLYAMA COMMON - COMPULSORY ACQUISITION OF CROWN LAND AT BROKEN HILL AIRPORT</u> 11/89, 11/214 <u>Recommendation</u> That Broken Hill City Council Report No. 269/13 dated October 17, 2013, be received. That Council compulsorily acquire Crown Land being Lots 5938 and 5939 in DP 725373 as shown in the attached diagram for "Airport Purposes" to formalise existing occupation. That the acquisition be under the Terms of the Local Government Act 1993. That the consent of the Minister and Governor be sought for the acquisition. That Council seek agreement from Trade and Investment, Crown Lands Western Division for the acquisition.		

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MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 24 September 2014	False	Reports
ITEM 14 - BROKEN HILL CITY COUNCIL REPORT NO. 231/14 - DATED SEPTEMBER 04, 2014 - LICENCE PART LIVING DESERT STATE PARK ADJACENT 376 NINE MILE ROAD TO FORMALISE ADVERSE POSSESSION 11/411 <u>Recommendation</u> That Broken Hill City Council Report No. 231/14 dated September 4, 2014, be received. That Council, in its appointed capacity of Trust Manager of the Living Desert State Park Trust grant a Licence, with Ministerial consent, to Cristal-Lee White and Mathew Joseph Dempster for the purpose of "Environmental Protection and Access". That documents relating to this matter be executed under Council's Common Seal in the absence of a Trust Seal. RESOLUTION Minute No. 44768 Councillor P. Black moved) Councillor C. Adams seconded) That the recommendation of item 14 be adopted. CARRIED 06 May 2015 - 4:59 PM - Frederick Docking Further investigation required into obtaining Ministerial Consent for Licence. Have made contact with Crown Lands. 10 Dec 2015 - 9:39 AM - Andrew Bruggy Action reassigned to Leisa Bartlett by: Leisa Bartlett 06 Jun 2016 - 3:47 PM - Andrew Bruggy Action reassigned to Andrew Bruggy by: Leisa Bartlett 16 Sep 2016 - 1:34 PM - Leisa Bartlett Due to Aboriginal Land Claim and native title implications, this matter needs to be referred to Crown Lands for review prior to proceeding. This may take several months before advice is received.		
Confidential Matters of the Council 25 November 2015	False	Confidential Matters
ITEM 27 - BROKEN HILL CITY COUNCIL REPORT NO. 268/15 - DATED OCTOBER 28, 2015 - - CONFIDENTIAL 11/63 <u>Recommendation</u> That Broken Hill City Council Report No. 268/15 dated October 28, 2015, be received.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
That Council, in its capacity as Trustees of the Willyama Common, grant three licenses to Anthony Schembri; John and Leanne Ray; and Mark Doyle for recreational purposes (a permissible use as described in the Management Plan of the Willyama Common) for the keeping of horses, horse riding and training). That the licenses be drawn subject to the three applicants agreeing to pay market rent for the land and associated legal/license set-up fees and that the granting of the licenses is also subject to the applicants abiding by the Management Plan for the Willyama Common and the Local Environmental Plan with regards to any development of the subject land. That the license terms be for four years, with the option to renew being first offered to the current licensees. That the common seal be affixed to the licences as required. That Karl Hahn be advised that a license is not available for the land indicated in his submission which encompasses the old south depot, south of Broken Hill in the Willyama Common due to it being a restricted area which is subject to asbestos rehabilitation works. RESOLUTION Minute No. 45147 Councillor P. Black moved) Councillor B. Algate seconded) That the recommendation of item 27 be adopted. CARRIED 07 Dec 2015 - 1:58 PM - Leisa Bartlett Process commenced for issuing of licences. 13 Apr 2016 - 5:06 PM - Leisa Bartlett Valuations received for market rent and 3 applicant advised of annual rent amount and terms of licence and requested to advise Council by May 13, 2016 if they wish Council to proceed to draw up licence agreements. 06 Jun 2016 - 12:26 PM - Leisa Bartlett Two applicants have withdrawn due to valuation and recent Aboriginal Land Claim. seeking legal advice regarding issuing a licence to third applicant due to Land Claim. 12 Sep 2016 - 3:55 PM - Leisa Bartlett Submission to be sent to Land Claims Unit to assess the proposed licence and determine whether licence can be issued.		
Ordinary Meeting of the Council 25 May 2016	False	Reports
ITEM 13 - BROKEN HILL CITY COUNCIL REPORT NO. 107/16 - DATED MAY 16, 2016 - DEED OF SURRENDER AND TRANSFER - AIR SERVICES AUSTRALIA 11/141 <u>Recommendation</u>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
That Broken Hill City Council Report No. 107/16 dated May 16, 2016, be received. That Council authorises the General Manager and Mayor to affix Council's seal to the "Deed of Surrender and Transfer" to terminate aforementioned lease arrangement. RESOLUTION <u>Minute No. 45276</u> Councillor P. Black moved) Councillor C. Adams seconded) That the recommendation of item 13 be adopted. CARRIED <i>16 Jun 2016 - 1:42 PM - Leisa Bartlett</i> Documents executed and sent to Air Services Australia for final execution. <i>04 Aug 2016 - 4:19 PM - Leisa Bartlett</i> Awaiting Surrender of Lease form from Solicitors. <i>16 Sep 2016 - 1:52 PM - Leisa Bartlett</i> Process continuing, Council's Solicitor querying identifying numbers listed on form from AirServices Australia's solicitor.		
Confidential Matters of the Council 27 July 2016	False	Confidential Matters
<u>ITEM 20 - BROKEN HILL CITY COUNCIL REPORT NO. 167/16 - DATED JULY 14, 2016 - - CONFIDENTIAL</u> 14/192 <u>Recommendation</u> - That Broken Hill City Council Report No. 167/16 dated July 14, 2016, be received. - That Council approves the Mayor and General Manager to execute the Deed of Assignment, Consent to Assignment of Lease from Phillip John Cvirn to James Andrew Nesbit, Maria Nesbit, James Alfred O'Hara Nesbit and Jennifer Faye Nesbit for lease of Council's land at the Broken Hill Airport (Part 1/1162606 being Lot 51 in DP 876533); and affix Council's Common Seal if required. - That the new Lessee be responsible for all legal fees (including Council's) associated with the sale of the leasehold. <i>04 Aug 2016 - 5:00 PM - Leisa Bartlett</i> Deed of Assignment executed by Council and forwarded to Council's solicitor for registration. Awaiting advice from Council's solicitor. <i>16 Sep 2016 - 2:22 PM - Leisa Bartlett</i> Awaiting advice from solicitor. <i>21 Nov 2016 - 4:02 PM - Leisa Bartlett</i>		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Request for update sent to solicitor.		
Confidential Matters of the Council 27 July 2016	False	Confidential Matters
ITEM 21 - BROKEN HILL CITY COUNCIL REPORT NO. 168/16 - DATED JULY 14, 2016 - - CONFIDENTIAL 11/214 <u>Recommendation</u> 1. That Broken Hill City Council Report No. 168/16 dated July 14, 2016, be received. 2. That the Mayor and General Manager be authorised to execute the Lease Agreement with ARINC Rockwell Collins under the Common Seal of Council <u>Minute No. 45307</u> Councillor D. Gallagher moved) Councillor M. Browne seconded) That the confidential reports be considered in open session and the recommendations of items 20 to 21 be adopted. CARRIED 16 Sep 2016 - 2:30 PM - Leisa Bartlett Lease with ARINC Rockwell Collins for execution and to then be sent to Council for execution under Seal. 17 Nov 2016 - 5:03 PM - Louise Schipanski Lease executed by Council. COMPLETE		
Ordinary Meeting of the Council 31 August 2016	False	Reports
ITEM 15 - BROKEN HILL CITY COUNCIL REPORT NO. 182/16 - DATED AUGUST 15, 2016 - LEASE OF LAND AT GLADSTONE PARK TO ALMA SWIMMING CLUB INC. 11/197 <u>Recommendation</u> 1. That Broken Hill City Council Report No. 182/16 dated August 15, 2016, be received. 2. That Council's previous resolution of September 2, 2009 (minute number 42106) be rescinded in favour of a new motion: a. That Council, in its appointed capacity to manage the affairs of the Gladstone Park Reserve Trust, lease as much land as is necessary fronting Morish Street to formalise the existing occupation by the Alma Swimming Club Inc. together with an additional four metres along the eastern side of the site, for swimming club purposes.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
b. That the term of the lease be five years and that during this term, Council investigates another Trust model for management of the Gladstone Park Reserve that is better suited to the usage of the Reserve and also acceptable to the Department of Crown Lands. c. That rental at commencement be \$250 per annum and that this rental be reviewed annually for CPI increases. d. That public liability insurance in the sum of \$20 million be provided noting the rights and interests of Council as Trustee and the Minister administering the Crown Lands Act 1989, and that this amount be increased from time to time as required by Council's insurers. e. That the Alma Swimming Club insure its assets and contents for replacement value as determined in conjunction with its insurer. f. That all other standard leasing requirements be complied with. g. That the Alma Swimming Club be liable for Council's legal fees incurred in this matter. h. That, in the absence of a Trust Seal, lease documents be signed by the Mayor and General Manger under Council's Common Seal. RESOLUTION <u>Minute No. 45323</u> Councillor J. Nolan moved) Councillor J. Richards seconded) That the recommendation of item 15 be adopted. CARRIED <i>16 Sep 2016 - 2:38 PM - Leisa Bartlett</i> Meeting to be arranged with Alma Swimming Club to discuss Council resolution and terms of lease. <i>17 Nov 2016 - 5:03 PM - Louise Schipanski</i> Meeting held, instructions to be sent to Solicitor to draft lease.		
Ordinary Meeting of the Council 28 September 2016	False	Mayoral Minute
ITEM 1 - MAYORAL MINUTE NO. 5/16 - DATED SEPTEMBER 20, 2016 - PRIORITIES FOR COUNCIL 12/82 <u>Recommendation</u> 1. That Mayoral Minute No. 5/16 dated September 20, 2016, be received. 2. That standing committees be established by December 2016 and will be aligned to our key strategic areas. 3. Resource our community based Heritage committee to drive recognition of Broken Hill as Australia's first Heritage City. And invite the Broken Hill City Council Heritage Advisor to be a part of the committee. 4. Lobby state government to reveal details of the business case for the proposed Wentworth-Broken Hill water pipeline, including projected water cost to the people of Broken Hill		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
5. That Council agree to lobby state government for the return of TAFE College opportunities, upgrade of airport to jet service standards, and for a second weekly Outback Explorer rail service. 6. That Council continues to take an active role in negotiations around the establishment of the proposed 'Far West Initiative' to ensure Council's and the Broken Hill community's interests are protected. 7. Maintaining our 'Greening of the City' and our local heritage programmes. 8. Support the shop local campaign. 9. That the Ordinary Council Meeting for January 2017 not be held. RESOLUTION <u>Minute No. 45331</u> Mayor D. Turley moved) Councillor M. Browne seconded)		That the recommendation of item 1 be adopted. CARRIED
Ordinary Meeting of the Council 28 September 2016	False	Reports
ITEM 7 - BROKEN HILL CITY COUNCIL REPORT NO. 193/16 - DATED AUGUST 29, 2016 - APPOINTMENT OF DELEGATES TO COMMITTEES - SEPTEMBER 2016 TO SEPTEMBER 2017 11/9		
RESOLUTION <u>Minute No. 1</u> Councillor C. Adams moved) Councillor D. Gallagher seconded)		That Broken Hill City Council Report No. 193/16 dated August 29, 2016, be received. 2. That Council accepts the nominations received from Councillors as delegates to its Section 355 Committees and various other Committees. 3. That all Councillor membership be for a twelve month period commencing immediately and ceases at the September 2017 Council Meeting, with the exception of the Broken Hill Heritage Committee. 4. That Councillor membership on the Broken Hill Heritage Committee commences October 10, 2016 to the September 2017 Council Meeting; and that the current delegates remain on the Committee until October 10, 2016 to ensure the success of the inaugural Miners' Memorial Day on October 9, 2016.

MEETING	FURTHER REPORT REQUIRED	SUBJECT
5. That Council advertises for community representation on the various Section 355 Committees in accordance with their respective constitutions. CARRIED 13 Oct 2016 - 4:46 PM - Leisa Bartlett The various Committees have been notified of their new Council Delegates. Advertising for Community Representatives is being prepared. 17 Nov 2016 - 5:04 PM - Louise Schipanski Advertising appearing in BDT. Further report to December/February Council Meeting to appoint community representatives to Committees. COMPLETE		
Ordinary Meeting of the Council 28 September 2016	False	Reports
ITEM 8 - BROKEN HILL CITY COUNCIL REPORT NO. 194/16 - DATED JULY 20, 2016 - PUBLIC INTEREST DISCLOSURES ANNUAL REPORT 2015/2016 12/67 <u>Recommendation</u> 1. That Broken Hill City Council Report No. 194/16 dated July 20, 2016, be received. 2. That the Broken Hill City Council Public Interest Disclosures Annual Report be forwarded to the Minister for Local Government and the NSW Ombudsman by 30 October 2016. RESOLUTION <u>Minute No. 45334</u> Councillor D. Gallagher moved) Councillor B. Licul seconded) That the recommendation of item 8 be adopted. CARRIED		
Ordinary Meeting of the Council 28 September 2016	False	Reports
ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 195/16 - DATED SEPTEMBER 06, 2016 - DELEGATION OF FUNCTIONS 11/264 <u>Recommendation</u> 1. That Broken Hill City Council Report No. 195/16 dated September 6, 2016, be received. 2. That Council notes the Schedule of Delegable Functions for the Broken Hill City Council attached to this report at Attachment 1.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
3. That Broken Hill City Council delegate to the Mayor of the Broken Hill City Council, the Functions in accordance with the Instruments of Delegation attached to this report at Attachment 2. 4. That Broken Hill City Council delegate to the Deputy Mayor of the Broken Hill City Council, the Functions in accordance with the Instruments of Delegation attached to this report at Attachment 3. 5. That Broken Hill City Council delegate to the General Manager of the Broken Hill City Council, the Functions in accordance with the Instruments of Delegation attached to this report at Attachment 4. 6. That the Chief Operating Officer (Deputy General Manager) be appointed to act as General Manager if the General Manager is sick or otherwise absent from work on leave, such appointment to cease upon the return to work of the General Manager; and that such person acting as General Manager pursuant to this resolution has all the functions, delegations, and sub-delegations given to the General Manager by the Council. 7. That Broken Hill City Council delegate to staff who hold the positions of Chief Operating Officer (Deputy General Manager), Manager Engineering Services, Manager Planning Development and Compliance, Asset Planner Buildings, Asset Planner Parks and Open Spaces, Roads and Parks Coordinator, Waste Management Coordinator, Trades Coordinator, Team Leader Parks and Open Spaces, Team Leader Roads, Labourer/Plant Operator, Works Operator, Ranger Living Desert and Finance Operations Coordinator, Senior Airport Reporting Officer, Airport Reporting Officer and Cemetery Services Coordinator of the Broken Hill City Council the relevant Functions under the <i>Noxious Weeds Act 1993</i> as indicated in the table attached to this report at Attachment 5. 8. That in accordance with the Local Government's Promoting Better Practice Review, the Delegations of Functions be reviewed in two years' time (September 2018). 9. That Council noted that the <i>Local Government Amendment (Governance and Planning) Bill 2016</i> will be presented to a future Council Meeting, once the commencement date has been proclaimed, explaining the amendments to the <i>Local Government Act 1993</i> and whether any amendments are required to the Delegations of Functions. RESOLUTION Minute No. 45335 Councillor M. Browne moved) Councillor B. Licul seconded) That the recommendation of item 9 be adopted. CARRIED		
Ordinary Meeting of the Council 28 September 2016	False	Reports
ITEM 13 - BROKEN HILL CITY COUNCIL REPORT NO. 199/16 - DATED SEPTEMBER 14, 2016 - CORRESPONDENCE REPORT - RELEASE OF IPART ISSUES PAPER FOR THE REVIEW OF PRICES FOR WATERSNSW TO APPLY FROM JULY 1, 2017 11/426 RESOLUTION		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Minute No. 45339 Councillor M. Browne moved Councillor R. Page seconded	))	1. That Broken Hill City Council Report No. 199/16 dated September 14, 2016, be received. 2. That Councillors provide their feedback regarding the IPART Issues Paper into WaterNSW's Rural Bulk Water Pricing Proposal to the General Manager's Office by October 7, 2016 in order for a submission to be formulated and lodged by October 17, 2016. 3. That a Councillor Workshop be held with Essential Water representatives (prior to lodging a submission) to seek their views on the matter. CARRIED
Ordinary Meeting of the Council 28 September 2016	False	Reports
ITEM 21 - BROKEN HILL CITY COUNCIL REPORT NO. 207/16 - DATED SEPTEMBER 16, 2016 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO 363 HELD TUESDAY SEPTEMBER 6, 2016 11/397 <u>Recommendation</u> 1. That Broken Hill City Council Report No. 207/16 dated September 16, 2016, be received. 2. That the minutes for the Local Traffic Committee Meeting No. 363, held 6 September 2016, be received. 3. That Council adopt the recommendation of the Traffic Committee meeting held September 6, 2016. a. 363.8.2 - That Council write to Mr Regan Edgecumbe thanking him for his comments and advising Mr Edgecumbe that Council has held extensive community consultation regarding the Parking Strategy and have recommended a review of the Parking Strategy after a trial period of 12 months; his comments will be considered as part of this process. b. 363.8.3 - That Council write to Ms Pauline Jones thanking her for her comments and advising Ms Jones that Council has held extensive community consultation regarding the Parking Strategy and have recommended a review of the Parking Strategy after a trial period of 12 months; her comments will be considered as part of this process. RESOLUTION Minute No. 45347 Councillor B. Algate moved Councillor M. Browne seconded		
	))	That the recommendation of item 21 be adopted.

MEETING	FURTHER REPORT REQUIRED	SUBJECT
CARRIED		
04 Nov 2016 - 9:20 AM - Penny Robinson Action completed for item number 363.8.2 - Response letter as per recommendation issued via email on 27 October 2016. Action completed for item number 363.8.3 - Response letter as per recommendation issued via email on 27 October 2016. 21 Nov 2016 - 1:11 PM - Andrew Bruggy Complete		
Confidential Matters of the Council 28 September 2016	False	Confidential Matters
ITEM 26 - BROKEN HILL CITY COUNCIL REPORT NO. 211/16 - DATED AUGUST 23, 2016 - HERITAGE VERANDAH REVIVAL LOAN - 350 ARGENT STREET, BROKEN HILL - CONFIDENTIAL 11/467 (General Manager's Note: This report is deemed confidential under Section 10A(2) (c) of the Local Government Act, 1993 which provides for information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business). Recommendation 1. That Broken Hill City Council Report No. 211/16 dated August 23, 2016, be received. 2. That funding of \$12,540.00 (combination of loan and grant) be approved for maintenance work to the existing verandah at 350 Argent Street subject to the owner meeting the required loan conditions. 21 Nov 2016 - 3:47 PM - Andrew Bruggy Action reassigned to Andrew Bruggy by: Leisa Bartlett		
Confidential Matters of the Council 28 September 2016	False	Confidential Matters
ITEM 27 - BROKEN HILL CITY COUNCIL REPORT NO. 212/16 - DATED SEPTEMBER 15, 2016 - EXPRESSION OF INTEREST 16/4 - SALE OF LAND AT THE BROKEN HILL REGIONAL AIRPORT - CONFIDENTIAL EO16/4 (General Manager's Note: This report considers sale of land and is deemed confidential under Section 10A(2) (c) of the Local Government Act, 1993 which provides for information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business). Recommendation 1. That Broken Hill City Council Report No. 212/16 dated September 15, 2016, be received. 2. That Council accepts the offer of \$8,500.00 from Mr Phillip Cvirn for purchase of land at the Broken Hill Regional Airport being part Lot 1 in DP1162606 (Lot 52 in DP876533 on Council's internal mapping system).		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
3. That each party be liable for their own legal costs incurred. 4. That the Mayor and General Manager be delegated to sign the sale of land contract under the Common Seal of Council. 13 Oct 2016 - 4:57 PM - Leisa Bartlett Letters sent to both applicants. Surveyor to be arranged to survey land for subdivision for sale purposes.		
Confidential Matters of the Council 28 September 2016	False	Confidential Matters
ITEM 28 - BROKEN HILL CITY COUNCIL REPORT NO. 213/16 - DATED AUGUST 16, 2016 - TRANSFER OF OWNERSHIP OF 55-59 GYPSUM STREET TO BROKEN HILL FAMILY DAY CARE COMMITTEE INC. - CONFIDENTIAL 11/197 (General Manager's Note: This report considers sale of an asset and is deemed confidential under Section 10A(2) (c) of the Local Government Act, 1993 which provides for information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business). <u>Recommendation</u> 1. That Broken Hill City Council Report No. 213/16 dated August 16, 2016, be received. 2. That Council rescinds minute number 45284 of May 25, 2016 (transfer ownership of 55-59 Gypsum Street to Broken Hill Family Day Care Committee Inc.) in favour of the following motion: a. That due to Family Day Care Committee Inc.'s current financial position, Council offers the Committee a lease arrangement for 12 months (all terms as per current lease) for occupation of 55-59 Gypsum Street. b. That the Family Day Care Committee Inc. be responsible for all legal costs, including Council's, incurred in the drawing of the lease. c. That the Mayor and General Manager be delegated authority to execute the lease under the Common Seal of Council. d. That at the expiration of the 12 month lease, Council's Finance staff re-inspects the Committee's financial statements and a further report be presented to Council regarding the option of transferring the ownership of 55-59 Gypsum Street (formerly the Railwaytown Community Centre) to the Broken Hill Family Day Care Committee Inc. Minute No. 2 Councillor B. Algate moved) Councillor D. Gallagher seconded) That the confidential matters be considered in open session. That the recommendations of items 26 to 28 be adopted.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
13 Oct 2016 - 4:58 PM - Leisa Bartlett Meeting being arranged with representatives of BH Family Day Care to discuss Council's resolution and the terms of a 12 month lease. 03 Nov 2016 - 11:59 AM - Leisa Bartlett Instructions sent to Council's Solicitor to draw up lease. 17 Nov 2016 - 5:06 PM - Louise Schipanski Meeting has been held, instructions to be sent to Council's Solicitor to draft lease. 21 Nov 2016 - 1:10 PM - Andrew Bruggy Meeting with Committee held. Lease to be forwarded for legal feedback		
Ordinary Meeting of the Council 26 October 2016 ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 214/16 - DATED OCTOBER 14, 2016 - APPOINTMENT OF DELEGATES TO COMMITTEES - SEPTEMBER 2016 TO SEPTEMBER 2017 RESOLUTION Minute No. 3 Councillor R. Page moved) Councillor M. Clark seconded)	False Reports 11/9	CARRIED 1. That Broken Hill City Council Report No. 214/16 dated October 14, 2016, be received. 2. That the following vacant Councillor Delegate positions be filled on Section 355 Committees and various other Committees/Working Groups as follows: a. Key Direction Portfolio, Our Community (1 alternate position) – Councillor Adams. b. Key Direction Portfolio, Our Environment (1 alternate position) – Councillor Clark. c. Australia Day Advisory Group, 1 position – Councillor Kennedy. d. Asset Naming Committee, 1 position – Councillor Clark. e. Integrated Waste Management Working Group, 1 position – Councillor Licul.

MEETING	FURTHER REPORT REQUIRED	SUBJECT
f. Sister City Working Group, 2 positions – Councillor Nolan; and that Councillors advise the Mayor should they wish to fill the other vacant position. g. Tidy Towns Working Group, 1 position – Councillor Browne. h. Volunteer Working Group, 1 position – Councillor Clark. 3. That all Councillor membership ceases at the September 2017 Council Meeting. CARRIED 03 Nov 2016 - 11:16 AM - Leisa Bartlett Schedule updated and replaced on HUB. Secretaries/Chairpersons notified of new appointments. COMPLETE		
Ordinary Meeting of the Council 26 October 2016	False	Reports
ITEM 2 - BROKEN HILL CITY COUNCIL REPORT NO. 178/16 - DATED JULY 04, 2016 - ADOPTION OF THE DRAFT DEVELOPMENT CONTROL PLAN 2016 11/126 <u>Recommendation</u> - That Broken Hill City Council Report Nol. 178/16 dated July 4, 2016, be received. - That Council adopts the draft Broken hill Development Control Plan 2016 to take effect from the date of notification being placed in local print media. - That Council implement a permit system to assess and approve the removal, pruning or lopping of branches of exotic plants on private property in accordance with the Broken Hill Development Control Plan 2016 on a cost recovery basis. RESOLUTION <u>Minute No. 4</u> Councillor B. Algate moved) Councillor D. Gallagher seconded) That the recommendation of item 2 be adopted. CARRIED 21 Nov 2016 - 1:11 PM - Andrew Bruggy Complete		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 26 October 2016	False	Reports
ITEM 3 - BROKEN HILL CITY COUNCIL REPORT NO. 215/16 - DATED SEPTEMBER 07, 2016 - ADOPTION OF DRAFT SCORES ON DOORS POLICY		12/14
<u>Recommendation</u>		
1. That Broken Hill City Council Report No. 215/16 dated September 7, 2016, be received.		
2. That the Draft Scores on Doors Policy be adopted as a Policy of Council.		
RESOLUTION		
<u>Minute No. 45356</u>		
Councillor D. Gallagher moved	)	That the recommendation of item 3 be adopted.
Councillor J. Nolan seconded	)	
		CARRIED
03 Nov 2016 - 11:17 AM - Leisa Bartlett		
All processes complete to adopt new policy. COMPLETE		
Ordinary Meeting of the Council 26 October 2016	False	Reports
ITEM 7 - BROKEN HILL CITY COUNCIL REPORT NO. 219/16 - DATED OCTOBER 14, 2016 - MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING NO 364 HELD TUESDAY OCTOBER 4, 2016		11/397
<u>Recommendation</u>		
1. That Broken Hill City Council Report No. 219/16 dated October 14, 2016, be received.		
2. That the minutes for the Local Traffic Committee Meeting No. 364, held 4 October 2016, be received and recommendations within minutes be adopted.		
RESOLUTION		
<u>Minute No. 45360</u>		
Councillor M. Browne moved	)	That the recommendation of item 7 be adopted.
Councillor M. Clark seconded	)	
		CARRIED
21 Nov 2016 - 1:11 PM - Andrew Bruggy		
Complete		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Ordinary Meeting of the Council 26 October 2016	False	Reports
ITEM 9 - BROKEN HILL CITY COUNCIL REPORT NO. 225/16 - DATED OCTOBER 14, 2016 - PUBLIC PRESENTATION OF 2015/2016 FINANCIAL STATEMENTS 13/92		
<u>Recommendation</u>		
1. That Broken Hill City Council Report No. 225/16 dated October 14, 2016, be received. 2. That Council adopt the financial statements and authorise the presentation of the financial statements to the public.		
RESOLUTION Minute No. 45362 Councillor D. Gallagher moved) Councillor J. Nolan seconded)		That the recommendation of item 9 be adopted.
		CARRIED
21 Nov 2016 - 11:43 AM - Jay Nankivell Action Finalised - Financial Statements were put on Public Display. Council received no submissions during this time period. COMPLETE		
Ordinary Meeting of the Council 26 October 2016	False	Reports
ITEM 10 - BROKEN HILL CITY COUNCIL REPORT NO. 226/16 - DATED SEPTEMBER 27, 2016 - ANNUAL REPORT 2015/2016 15/144		
RESOLUTION Minute No. 45363 Councillor B. Licul moved) Councillor C. Adams seconded)		1. That Broken Hill City Council Report No. 226/16 dated September 27, 2016, be received. 2. That the 2015/2016 Annual Report, inclusive of audited Financial Statements, Delivery Program Key Performance Indicators Six Month Report Jan 2016 – Jun 2016 (adopted at Council meeting 31 August 2016, minute no. 45315), 2012-2016 End of Term Report (adopted at Council meeting 31 August 2016, minute no. 45314) and 2012-2016 State of Environment Report be adopted with the following amendment to page 42 of the Delivery Program Key Performance Indicators Report (page 204 of the Supplementary Agenda) to reflect the true number of Code of Conduct complaints and the cost to Council.

Printed: Monday, 21 November 2016 3:49:44 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
		3. That once amended the Annual Report, inclusive of audited Financial Statements, Delivery Program Key Performance Indicators Six Month Report Jan 2016 – Jun 2016, 2012-2016 End of Term Report and 2012-2016 State of Environment Report be posted on Council's website (note: End of Term Report 2012-2016 was previously posted on Council's website as a stand-alone document). 4. That Council's web link to the Annual Report, inclusive of audited Financial Statements Delivery Program Key Performance Indicators Six Month Report Jan 2016 – Jun 2016, 2012-2016 End of Term Report and 2012-2016 State of Environment Report be provided to the Minister, via the Office of Local Government by 30 November 2016. CARRIED
Confidential Matters of the Council 26 October 2016	False	Confidential Matters
ITEM 14 - BROKEN HILL CITY COUNCIL REPORT NO. 223/16 - DATED AUGUST 19, 2016 - PURCHASE OF LAND SOLD AT AUCTION FOR SALE OF LAND FOR UNPAID RATES - CONFIDENTIAL 11/338 (General Manager's Note: This report considers the purchase of land and is deemed confidential under Section 10A(2) (c) of the Local Government Act, 1993 which provides for information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business). <u>Recommendation</u> 1. That Broken Hill City Council Report No. 223/16 dated August 19, 2016, be received. 2. That Council votes to purchase land at 17 Wills Street (Lot 1975 DP 757298) for the extension of the landfill of which was sold in error at the recent Sale of Land for Unpaid Rates Auction in March 2016. 3. That the Mayor and General Manager be authorised to sign the sale of land contracts under the Common Seal of Council. 21 Nov 2016 - 11:44 AM - Jay Nankivell Contracts prepared and signed by the Mayor & GM.		
Confidential Matters of the Council 26 October 2016	False	Confidential Matters
ITEM 15 - BROKEN HILL CITY COUNCIL REPORT NO. 224/16 - DATED OCTOBER 14, 2016 - WRITE OFF BAD DEBT - KAMACHLO PTY LTD - CONFIDENTIAL		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
11/33 (General Manager's Note: This report considers the write off of bad debt and is deemed confidential under Section 10A(2) (b) of the Local Government Act, 1993 which contains matters that will involve the discussion of the personal hardship of any resident or rate payer). <u>Recommendation</u> - That Broken Hill City Council Report No. 224/16 dated October 14, 2016, be received. - That Council approve the write off of the debt relating to Kamachlo Pty Ltd (debtor: 925.04) for the amount of \$14,290.10. <u>Minute No. 45368</u> Councillor C. Adams moved) Councillor D. Gallagher seconded) That the confidential items be considered in open session and the recommendations of items 14 to 15 be adopted. CARRIED 21 Nov 2016 - 11:45 AM - Jay Nankivell Action finalised. Debt written off.		

MEETING	FURTHER REPORT REQUIRED	SUBJECT
Confidential Matters of the Council 07 April 2016	False	Confidential Matters
ITEM 1 - BROKEN HILL CITY COUNCIL REPORT NO. 64/16 - DATED MARCH 22, 2016 - - <u>CONFIDENTIAL</u> 15/99 Recommendation Minute No. 45235 Moved Councillor C. Adams) Seconded Councillor J. Richards) That Broken Hill City Council Report No. 64/16 dated March 22, 2016, be received. That Council implement the relocation of the library in line with the recommendation of the adopted Broken Hill Living Museum + Perfect Light Project considering the maintenance and repair issues of the current building. That Council implement the relocation of the Archives to the basement and ground floor of the administration building in line with the BHPB funding received, and proposal contained in the report considering the maintenance and repair issues of the current building. That the relocation of both the Library and the Archives be subject to all necessary compliance approvals. That the General Manager be authorised to negotiate possible Lease arrangement (20 years + 20 years) with the various property owner(s). That any costs associated with the move are considered as part of the 2016/17 budget process. CARRIED 20 Jun 2016 - 4:22 PM - Andrew Bruggy Negotiations commenced with landlord		

Printed: Monday, 21 November 2016 4:05:31 PM

MEETING	FURTHER REPORT REQUIRED	SUBJECT
20 Sep 2016 - 2:07 PM - Leisa Bartlett		
Lease has been drafted and is being reviewed by the Lessor's Solicitor.		
21 Nov 2016 - 1:09 PM - Andrew Bruggy		
Awaiting finalisation of acceptable design		

COMMITTEE REPORTS

1. BROKEN HILL CITY COUNCIL REPORT NO. 239/16 - DATED
NOVEMBER 09, 2016 - MINUTES OF THE FLORA AND FAUNA OF THE
BARRIER RANGES COMMUNITY COMMITTEE MEETING HELD 18
OCTOBER 2016 (12/51) 147

2. BROKEN HILL CITY COUNCIL REPORT NO. 240/16 - DATED
NOVEMBER 11, 2016 - MINUTES OF THE MEMORIAL OVA
MANAGEMENT COMMITTEE MEETING HELD NOVEMBER 2, 2016
(12/52)..... 150

ORDINARY MEETING OF THE COUNCIL

November 9, 2016

ITEM 1

BROKEN HILL CITY COUNCIL REPORT NO. 239/16

SUBJECT: MINUTES OF THE FLORA AND FAUNA OF THE BARRIER
RANGES COMMUNITY COMMITTEE MEETING HELD 18
OCTOBER 2016 12/51

Recommendation

1. That Broken Hill City Council Report No. 239/16 dated November 9, 2016, be received.
2. That the minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held 18 October 2016 be received.

Executive Summary:

Council has received minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held July 19, 2016 for endorsement by Council.

Report:

Council, at its meeting held April 28, 2010 considered Group Manager Governance & Community Report No. 19/10 and as part of that report's motion; resolved:

"That Council's Section 355 Committee's be instructed to submit to Council a copy of the relevant Section 355 Committee's meeting minutes within five working days of each meeting, for endorsement." (Minute no. 42328).

Accordingly, the Friends of the Flora and Fauna of the Barrier Ranges Community Committee has submitted minutes from its meeting held 18 October 2016 for Council's endorsement.

Strategic Direction:

Key Direction:	1.	Our Community
Objective:	1.4	Our built environment supports our quality of life
Function:		Open Spaces
DP Action:	1.4.1.7	Provide parks and open spaces for passive recreational activity

Relevant Legislation:

The Friends of the Flora and Fauna of the Barrier Ranges Community Committee operates under Council's Section 355 Asset Committee Standard Constitution and the *Local Government Act 1993* (Section 355).

Attachments

- | | |
|---|------------|
| 1. Minutes of the Friends of the Flora and Fauna of the Barrier Ranges Community Committee Meeting held 18 October 2016 | 2
Pages |
|---|------------|

ANDREW BRUGGY
ACTING DEPUTY GENERAL MANAGER

JAMES RONCON
GENERAL MANAGER

**MINUTES OF THE FRIENDS OF THE FLORA AND FAUNA OF THE BARRIER RANGES S355 COMMITTEE
HELD 18 OCTOBER 2016 AT 4PM – COUNCIL CHAMBERS, 240 BLENDE STREET, BROKEN HILL 12/51**

1. **Present:** John Rogers (Chairperson), Kellie Scott (Vice Chairperson), Darrell Ford (BHCC), Ronald Tumes, Jeff Crase, Ray Allen, Sue Spangler, Geoffrey Hoare, Nevada Ford, Sandra Havran and Paul Reed
2. **Apologies:** Councillor Marion Browne, David Spielvogel, Jill Spielvogel, Dean Fletcher, Lyn Campigli, Jamie Scott, Evan Scott, Emily Scott, Alison Gander and Ronald Fletcher
3. **Confirmation of Minutes of Previous Meeting:**
Previous minutes: 16 August 2016
Moved: Sue Spangler
Seconded: Sandra Havran
4. **Business arising from Previous Minutes:**
Nil
5. **Correspondence:**
Nil
6. **Update on Action List:**
 - 6.1 Ongoing Working Bee – Ongoing
 - 6.2 Identification Cards – When required
 - 6.3 Paving Walk Way – Concrete Flora Site path entrance – Pending
 - 6.4 Cold Set – Bitumen pouring over crushed paths
 - 6.5 Maintenance of Pay But Hut – Completed
 - 6.6 Pay-bay Information Hut – Completed
7. **Reports:**
 - Pay Bay
The Pay Bay Office is ready for use and paths at veranda will be added at a later date.
 - Primitive Campsite
Awaiting funding for the main gate entrance for Primitive Campsite.
8. **Roster:**

October 2016

22 – 23 October 2016	BHCC
29 – 30 October 2016	BHCC

November 2016

5 – 6 November 2016	Sandra Havran and Ronald Tumes
12 – 13 November 2016	BHCC
19 – 20 November 2016	Geoffrey Hoare and Sue Spangler
26 – 27 November 2016	John Rogers (morning) and Kellie Scott (Evening)

December 2016

3 – 4 December 2016	BHCC
10 – 11 December 2016	BHCC
17 – 17 December 2016	Sandra Havran and Ronald Tumes

9. General Business:

9.1 End of Year Function

Date: Friday, 2 December 2016
Time: 6pm
Venue: Living Desert Picnic Area
RSVP: 15 November 2016 for catering

9.2 Nominations for Committee Positions

Chairperson John Rogers – Nominated by Ray Allen
Jeff Crase – Nominated by Sue Spangler

Vice Chairperson Kellie Scott (Renominated) – Nominated by John Rogers

To be voted on at a future meeting - 15/11/2016

9.3 Working Bee

Date: Saturday 29 October 2016
Time: 9am
Venue: Primitive Campsite

10. Meeting Closed: 4:45pm

11. Next Meeting: Tuesday 15 November 2016 – Council Chambers at 4pm

Action List:

ACTION	WHO
1. Working Bee – <i>progressive and ongoing</i>	D Ford - Ranger
2. Identification Cards – <i>when required</i>	Corp Administration
3. Concrete Flora Path and Entrance – <i>on hold</i>	D Ford - Ranger
4. Cold Set – bitumen pouring over crushed paths	D Ford - Ranger
5. Paths at Veranda – <i>pending</i>	D Ford - Ranger

ORDINARY MEETING OF THE COUNCIL

November 11, 2016

ITEM 2

BROKEN HILL CITY COUNCIL REPORT NO. 240/16

SUBJECT: MINUTES OF THE MEMORIAL OVA MANAGEMENT COMMITTEE
MEETING HELD NOVEMBER 2, 2016 12/52

Recommendation

1. That Broken Hill City Council Report No. 240/16 dated November 11, 2016, be received.
2. That minutes of the Memorial Oval Community Committee Meeting held November 2, 2016 be received.

Executive Summary:

Council has received minutes from the Memorial Oval Community Committee Meeting held November 2, 2016 for endorsement by Council.

Report:

As per the adopted Constitution of the Memorial Oval Community Committee a Section 355 Committee of Council (adopted July 2013), the Committee is required to provide Council with a copy of their meeting minutes following each Committee meeting.

Accordingly, the Memorial Oval Community Committee has submitted minutes from its meeting held November 2, 2016 for Council's endorsement.

Strategic Direction:

Key Direction:	1.	Our Community
Objective:	1.4	Our built environment supports our quality of life
Function:		Open Spaces
DP Action:	1.4.1.7	Provide parks and open spaces for passive recreational activity

Relevant Legislation:

The Memorial Oval Community Committee operates under Council's s355 Asset Committee Standard Constitution and the *Local Government Act, 1993* (s355).

Financial Implications:

Nil.

Attachments

1. Minutes of the Memorial Oval Community Committee Meeting 2/11/2016 1 Page

ANDREW BRUGGY
ACTING DEPUTY GENERAL MANAGER

JAMES RONCON
GENERAL MANAGER

Memorial Oval Management Committee. Minutes: Tuesday, 2nd November 2016.

OPENED: 7.10pm.

APOLOGIES: Dennis Cetinich. Be accepted **Tony Camilleri/ John Ralph Crd.**

ABSENT: Peter Nash, Tristen Savage. Dave Gallagher, David Hamilton,

ATTENDENCE: Ray Steer, Bruce McIntosh, John Erskine, Tanya Martyn, Tony Camilleri, John Ralph.

MINUTES: Tuesday, 4th October 2016.

Be accepted: **Tanya Martyn/Tony CamilleriCrd.**

BUSINESS ARISING: Nil.

CORRESPONDENCE:

BH. Community Inc: Requesting to attach a Aerial to the top of the Light Tower.

Silver City Show: Account for Oval Hire and Electricity 2016 Show \$7,570.32.

BHCC: Work Requests re Umpires Toilet, Garnet Street Fence.

Be noted **Bruce McIntosh/John Erskine Crd.**

FINANCIAL REPORT:

No Report as Dennis is away.

Be accepted: **Rav Steer/John Erskine Crd.**

BH. COMMUNITY RADIO INC.:

In reference to their correspondence, Committee discussed this matter for a lengthy period of time it was decided that this is a BHCC matter for them to give permission, inform BHCC that the MOMC has no problem with this but, if permission is granted all costs are payable by Community Radio.

Tony Camilleri/Rav Steer Crd.

GENERAL BUSINESS:

Market Day: 30th October 2016 was a bit slow, dust is a problem.

Harness Race Track: Tony Camilleri requires information re the Track, he will talk to Hayden.

Memorial Oval Gates: William Street Gates need to be looked at, Brickwork cracking badly, Steel Gate Bracket have rusted away.

Silver City Show: Show Committee are requesting to be given the old water tank to have it set up in the Animal Nursery, Hayden will look into this request.

John Erskine: Apology for next Meeting.

Meeting Closed: 7.35pm:

Next Meeting: AGM Tuesday, 6th December 2016 at 7pm.

QUESTIONS TAKEN ON NOTICE FROM PREVIOUS COUNCIL MEETINGS

1. QUESTIONS ON NOTICE NO. 10/16 - DATED OCTOBER 28, 2016 - COUNCILLORS QUESTIONS TAKEN ON NOTICE AT THE OCTOBER 2016 COUNCIL MEETING (13/92, 11/206, 11/160) 153
2. QUESTIONS ON NOTICE NO. 11/16 - DATED OCTOBER 28, 2016 - PUBLIC FORUM QUESTIONS TAKEN ON NOTICE FROM THE OCTOBER 2016 COUNCIL MEETING (11/318, 11/392, 11/432, 16/82) 156

ORDINARY MEETING OF THE COUNCIL

October 28, 2016

ITEM 1

QUESTIONS ON NOTICE NO. 10/16

SUBJECT: COUNCILLORS QUESTIONS TAKEN ON NOTICE AT THE
OCTOBER 2016 COUNCIL MEETING 13/92, 11/206, 11/160

Summary

The following report provides responses to questions from Councillors which were taken on notice at the Council Meeting held October 26, 2016 Council Meeting.

Recommendation

1. That Questions On Notice No. 10/16 dated October 28, 2016, be received.

Background

This report provides a response to the following questions raised at the Council Meeting held October 26, 2016:

Question:

Presentation of Audited Financial Statements 2015/2016 13/92
Following the presentation, the General Manager took a question on notice from Councillor Clark regarding a breakdown of the outstanding rates to Council, whether they are non-resident owners or people with genuine hardship, etc.

Response:

As at 30 June 2016, Council had \$2,088,271 in outstanding rates and charges. This was made up of 1,930 properties and can be broken down into the following categories.

Pensioners (192) – \$109,885 or 5.26%

Untraceable owners (22) – \$134,542 or 6.44%

Non-resident owners (144) – \$396,522 or 18.99%

Business (111) - \$268,916 or 12.87%

Remaining Residential (1,461) - \$1,178,406 or 56.44%

Staff acknowledge that a large portion of ratepayers within the business and residential categories will have genuine hardship, however Council has not received an application for

rate relief under Council's Hardship Policy since early 2015 and as such does not have accurate data for this figure.

Question:Library Relocation

11/206

Councillor Kennedy requested that the questions raised in his Notice of Motion to the September Council Meeting (Item 3 of minutes confirmed at this meeting) be answered.

The Mayor advised that as Councillor Kennedy's Notice of Motion to the September Council Meeting was lost she was happy to answer questions that relate to the relocation of the Library to the proposed site only; being:

- 1. What effect moving the Library will have on parking in Argent Street and what strategies Council has to manage any negative effect on parking that may occur?*
- 2. What work the landlord will carry out on the very old building to bring it up to a modern standard?*
- 3. What will the utilities costs be for the building considering the building is twice the size of the existing Library?*
- 4. How does the heating/cooling of the proposed rented building compare to the planned \$800,000 system for the existing Library?*
- 5. What will happened with the existing Library and what associated costs are expected?*
- 6. What effect will the Library move have on user numbers for those that currently use the Library?*
- 7. What contingencies are in place if the move to a rented building has a negative impact on Library usage numbers, parking and costs to Council?*

The Mayor advised that a briefing session and a tour of the proposed site for the relocation of the Library will be arranged for Councillors.

Response:

1. As part of the project, a traffic assessment will be undertaken to ensure the optimum capacity for parking. This will include assessing, existing 2hr parking, disabled, short term, taxi rank and bus bays. Rear access to the site has already been considered for access for disabled, bus, and group drop off and pick up. Council is also looking at smart technology for parking control.
2. Landlord will provide all necessary works to ensure building is compliant for all regulatory and legislative requirements, including the building code of Australia (BCA).
3. Utility costs have been estimated in the business case for the new library. This was considered by the previous Council. Staff can only estimate these costs as with any new building, subject to new technology and smarter power usage.
4. The landlord is responsible for providing heating and cooling to the satisfaction of building compliance.
5. Council has not resolved what will happen to the existing building. There are several options available for Council to consider. These may be reported in greater detail.
6. Numbers will only increase, with smart technology, increase in services and updated furniture and floor area.

7. The overall costs to Council are less by undertaking the move. There are no specific contingency plans regarding decreased patronage, as all indicators show it will increase.

Question:

City Playgrounds

11/160

Councillor Page asked if Council staff could carry out inspections of playgrounds in the City to check that fencing is intact and that gates are operating correctly. This will ensure the safety of children using the City's playground areas.

Response:

Direct contact has been made with Councillor Page re his request as this is an operational matter that can be dealt with outside of council meetings.

Attachments

There are no attachments for this report.

JAMES RONCON
GENERAL MANAGER

ORDINARY MEETING OF THE COUNCIL

October 28, 2016

ITEM 2

QUESTIONS ON NOTICE NO. 11/16

SUBJECT: PUBLIC FORUM QUESTIONS TAKEN ON NOTICE FROM THE OCTOBER 2016 COUNCIL MEETING 11/318, 11/392, 11/432, 16/82

Summary

The following report provides responses to questions taken on notice during the Public Forum Session at the October 2016 Council Meeting.

Recommendation

1. That Questions On Notice No. 11/16 dated October 28, 2016, be received.

Background

The following report provides responses to questions taken on notice during the Public Forum Session at the October 2016 Council Meeting.

Question:

Council clearing weeds on footpaths and at Sturt Park

11/318

Mr. Donohue raised concerns that when Council staff are clearing weeds from footpaths around the City and from the Sturt Park they are sweeping/blowing them into the gutters and onto the street, which is not only causing a slip hazard but looks very unsightly and is worried about the dangers to pedestrians and in particular people with a disability. It also makes the streets look untidy and does not give a good impression of Broken Hill to tourists visiting the City.

Mr. Donohue suggested that weed litter be disposed of correctly or recycled and turned into mulch for Council's parks and gardens.

Response:

Weeds are generally captured and disposed of as Mr Donohue suggested. In some minor locations, they are blown away, however the Works Department have been reminded to ensure that all debris is picked up and disposed of correctly.

Disabled parking near Life Without Barriers

11/392

Mr. Donohue advised Council that the disabled car space adjacent to Life Without Barriers in Argent Street is often used by other motorists attending the coffee window at the business next door, and disabled motorists are having to park across the road or further along the street. Mr. Donohue asked if this could be addressed.

Response:

Council Rangers have been requested to ensure they patrol this parking area

Disabled signage around the City

11/392

Mr. Donohue suggested that all disabled car spaces around the City be upgraded to include a disabled sign mounted on a post near the kerb as well as the painted disabled symbol on the road. This will assist all motorists to identify the disabled car spaces.

Response:

Mr Donohue's request has been itemised for budgetary consideration.

Council Staff to provide assistance to disabled residents visiting Council's Administration Building

11/432, 16/82

Mr. Donohue advised that Council staff need to provide assistance to disabled residents when they visit Council should they need to put in a complaint or have dealings with a Council Department and cannot do this independently. Mr. Donohue advised that he has had prior dealings with Council that have left him feeling frustrated that he could not get the assistance needed to access Council's services.

The Mayor thanked Mr. Donohue for his comments and took his comments on notice, stating that they are very timely given the introduction of the Disability Inclusion Act and that Council has commenced the process of developing its Disability Inclusion Action Plan which aims to ensure that all members of the community can access Council's services.

Response:

Council has initiated a Disability Inclusion Action Plan Working Party and is pleased that Mr Donohue is a participant. His involvement in the Working Party is timely and will greatly add value to Council executing its Disability Inclusion Action Plan and will assist Council to provide appropriate and accessible customer service. Consultations have already occurred. The public online and paper surveys remain open until 30 November 2017 for persons with a disability, families, carers and service providers to provide feedback on service delivery by Council. The work so far has already identified areas for improvement. The draft report is scheduled for February 2017.

Attachments

There are no attachments for this report.

JAMES RONCON
GENERAL MANAGER

CLOSED

Council Meeting to be held **Wednesday, November 30, 2016**

1. **BROKEN HILL CITY COUNCIL REPORT NO. 241/16 - DATED**
NOVEMBER 15, 2016 - SUBDIVISION & SALE OF LAND LOT 1 DP
1140550 - CONFIDENTIAL

(General Manager's Note: This report considers Subdivision and Sale of Land and is deemed confidential under Section 10A(2) (a) of the Local Government Act, 1993 which contains matters that will involve the discussion of personnel matters concerning a particular individual).

2. **BROKEN HILL CITY COUNCIL REPORT NO. 242/16 - DATED**
NOVEMBER 15, 2016 - T16/9 RFT SUPPLY OF 2 X 8 WHEEL
PNEUMATIC ROLLERS - CONFIDENTIAL

(General Manager's Note: This report considers a tender and is deemed confidential under Section 10A(2) (c) of the Local Government Act, 1993 which provides for information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business).

3. **BROKEN HILL CITY COUNCIL REPORT NO. 243/16 - DATED**
NOVEMBER 17, 2016 - CODE OF CONDUCT NO. BHC160201 -
CONFIDENTIAL

(General Manager's Note: This report considers a Code of Conduct matter and is deemed confidential under Section 10A(2) (h) of the Local Government Act, 1993 which contains information regarding alleged contraventions of any Code of Conduct requirements applicable under section 440).